

Rules of the Lecture Exam

The Basics

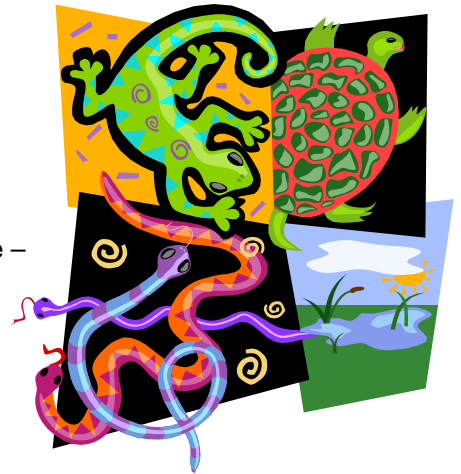
- No writing or images on course materials, books, notes or flash cards should be visible. Place all notes and closed books in bags on the floor. Only your exam paper and your writing materials should be on the counter space.
- Keep your eyes on your own paper. When 'thinking', look up, forward or at your own paper, but certainly not at a neighbor's paper! Doing otherwise can be construed as an attempt to cheat and a violation of the Academic Honor Policy.
- No talking, whispering or sign language.
- Cell phones should be turned off – you CANNOT answer them during the exam under any circumstances!!!! Use of a cell phone for ANY reason - making/receiving a call, checking messages, or sending/receiving a text will be treated as cheating.
- No food or drink allowed in this lecture hall.
- Long hair must be pulled away from your face – either tied back or tucked behind your shoulders. Caps must be taken off or turned around.
- The Professor and the proctoring team reserve the right to move exam candidates around the room due to suspicious behavior or to protect them from being within sight-range of other students whom they are watching closely.

The Exam Itself (MULTIPLE CHOICE)

- Make sure that you carefully pencil in all of the correct fields on the response sheet at the top before you begin.
- Check that you have clearly indicated your responses and bubbled them in correctly – remove smudges that could be misconstrued.

(ESSAY)

- Write your name and last 4 digits of your student ID on EVERY page – BEFORE you begin the exam.
- Write clearly, and remember, spelling & capitalization are important.
- Read & answer the questions carefully.
- No points will be given for "brain dumping!"
- When you are finished, check your paper for your name, student ID# & section #, then bring it to the front to be checked by a TA. Do not leave until your paper has been checked and cleared by a TA.



QUESTIONS?????

- If you need to ask a question during any exam please raise your hand and a proctor will come to you.
- Accept that the proctor will not tell you the answer but may be able to help rephrase or clarify a question!

Good Luck!