

EXAM INSTRUCTIONS (ALEKS)

BEFORE THE EXAM

1. Use the restroom before you arrive on test days.
2. Silence all devices (phones, tablets, watches, etc.).
3. Remove all watches (use the clock on the wall to track exam time) and put away (out of sight) all phones, tablets, etc.
4. If your calculator has a lid, remove it and put it away (out of sight).
5. If you don't have a calculator, get out a photo ID.
 - You can borrow my calculator from my desk by leaving the ID. Use it for one question, then return it to my desk and reclaim your ID. You can use it again later after other students have had an opportunity to use it.

DURING THE EXAM

1. Answer the shortest/easiest questions first.
2. Use pencil only!
3. Write on the test.
4. You are NOT allowed to leave the room during the exam.
5. Keep both hands above the desk at all times.
6. Raise your hand for two reasons only:
 - If you believe there is an error on the exam; while I investigate, move on to another question.
 - If you do not understand what a question is asking; but keep in mind I cannot and will not help you solve problems.

BEFORE YOU TURN IN YOUR EXAM

Did you read/reread all instructions for all problems?

Did you check/double check all answers for all questions?