

Guidelines for taking tests in HA G108 (Room under Harrelson)
Dr. Page's online classes

***** Bring a picture ID *****

All tests are open book, open notes. Bring notes, book, calculator or whatever.

1. If there are seats available when you arrive, find a seat and begin the test when you are ready. If no seats are available, please wait in the hall and you will be invited in as soon as a seat is available.
2. You will need to use your Unity ID and password to gain access to the computer, and then you will need to use these again to get into WebAssign at webassign.ncsu.edu. Use Firefox as your web browser for WebAssign and for the matrix tools.
3. For regular tests you will have 75 minutes to complete the test (135 minutes for final exam).
4. If more than one test is showing among your current WebAssignments, the name of the test that you will have access to will be written on the whiteboard. You will also need a password to access the test, and that too will be written on the whiteboard.
5. Wear a watch and make a note of the time when you start the test. WebAssign gives you exactly 75 minutes from the time you download the test. Submissions made after this 75 minutes has elapsed will not be accepted.
6. When your time runs out, you will NOT be warned. And you can't make a submission after time runs out. It is YOUR responsibility to keep track of your time and to make your submissions BEFORE time runs out.
7. If you have a question during the test, raise your hand and a teaching assistant will respond.
8. We recommend keeping a written record of the answers that you enter into WebAssign (in case of power outage, browser crash, etc.).
9. You may leave when you are finished with the test. Quit your browser and logout.
10. If you bring your own wireless laptop to HA G108, you should first try to connect to the Internet. If this is successful, you will have to get your IP number and report it to the person in charge in order for you to be able to get to WebAssign with your laptop. You can get your IP number by going to the web site www.whatismyip.com after establishing your Internet connection.