Reminder: the final examination will be held Thursday, May 7, 8:00 - 9:50 AM. Everyone will need to take the final at the same exact time. What follows are general directions and an explanation of the examination process.

Make sure you are ready to start at 8:00 AM. We recommend preparing before then, to make sure your technology (including a calculator) is ready, you have scratch paper available, and you are in a quiet place, ready to start! Your instructor will hold a Blackboard Collaborate session starting at approximately 7:45 AM. Since Blackboard Collaborate opens in a new tab, you can have it open while you take the exam. We *strongly suggest* that everyone join. That way your instructor can show you how to access the exam, you can ask your instructor questions (privately) during the exam, and your instructor can make announcements about any questions that need clarification.

The exam will take place on Blackboard and will be located under Assessments. It will become available at 8:00 AM and close at 9:50 AM; it will automatically submit at that time. You will type all answers in on Blackboard, so make sure that you have access to a laptop/PC/tablet with a keyboard, otherwise it will be very difficult. If you accidentally close out of the exam, it should save your progress. Keep in mind though that the clock keeps running, even if you close out of the exam. If you think you'll have issues with your internet during the exam, it might be a good idea to type your answers in Word and then copy/paste them into the exam when you're done.

Please let your instructor know if you have any concerns about access to technology or foresee any issues taking the final exam in this format.