

Dr. Shannon's MATH 201 Rules for Test taking in computer labs:

When you enter the lab, choose a seat, log onto the computer then push the mouse and keyboard to the far side of the desk on either side of the monitor. If you bring a calculator with you to use, place it next to the mouse at the far side of the desk. You should not have any windows open at this time.

Complete the first part of the test and raise your hand for me to come and collect it before touching the computer again or using your calculator.

For the second part of the test (after I have collected the first part) you may use a calculator and Mathematica and you may print. However, if you print, DO NOT get up and get your job from the printer, I will bring it to you. (Putting your name on the printout will help)

When you complete the test, bring it to the front and staple both parts together.

DO NOT AT ANY TIME DURING THE TEST:

Open e-mail.

Open a web browser.

Access your p drive.

Use a flash drive or any other portable media device.

Use your cell phone for ANYTHING.

Look at anyone else's work.

Communicate with anyone in any way.

Go to the printer

Leave your seat except when you have finished.

Although the tests for my 10:00 class and my 1:00 class will be different, they will be similar. In order to avoid giving members of the 1:00 class an unfair advantage. 10:00 students will not discuss the exam with anyone from the 1:00 class or where anyone from the 1:00 class might overhear prior to 2 pm on the day of the test. Members of the 1:00 class will not solicit information from, or eavesdrop deliberately on conversations of, the 10:00 students.

Violation of any of these rules will constitute a breach of the **SU Academic Integrity Policy** and will be reported and sanctioned.

Your ticket to class on the day of an exam is to print this page, sign it, date it and hand it to me (or the proctor) on your way in.

I understand and agree to comply with these rules.

Name

Date