Fall 2021 Final Exams Information Session

Information on the Website

Forgot something from this presentation? Want a refresher? Go to the law school website:

https://www.law.temple.edu/academics/exams

Exam Central

- Located on the 2nd Floor of Klein Hall – alcove past the elevators
- Open Monday to Thursday 8:30AM – 10PM & Fridays from 8:30AM – 6PM
- Ask Questions and Get Help
- Pick up Free Slot & Deferred Exams

lawexams@temple.edu

The lawexams@temple.edu email address is monitored by administrators and IT professionals to answer any questions and address any concerns.

What Do You Need?

1. Computer compatible with Examplify
2. Examplify Program
3. Notes/Outlines/Study Materials in Hard Copy (if exam is open book)

Before Your Exams Start

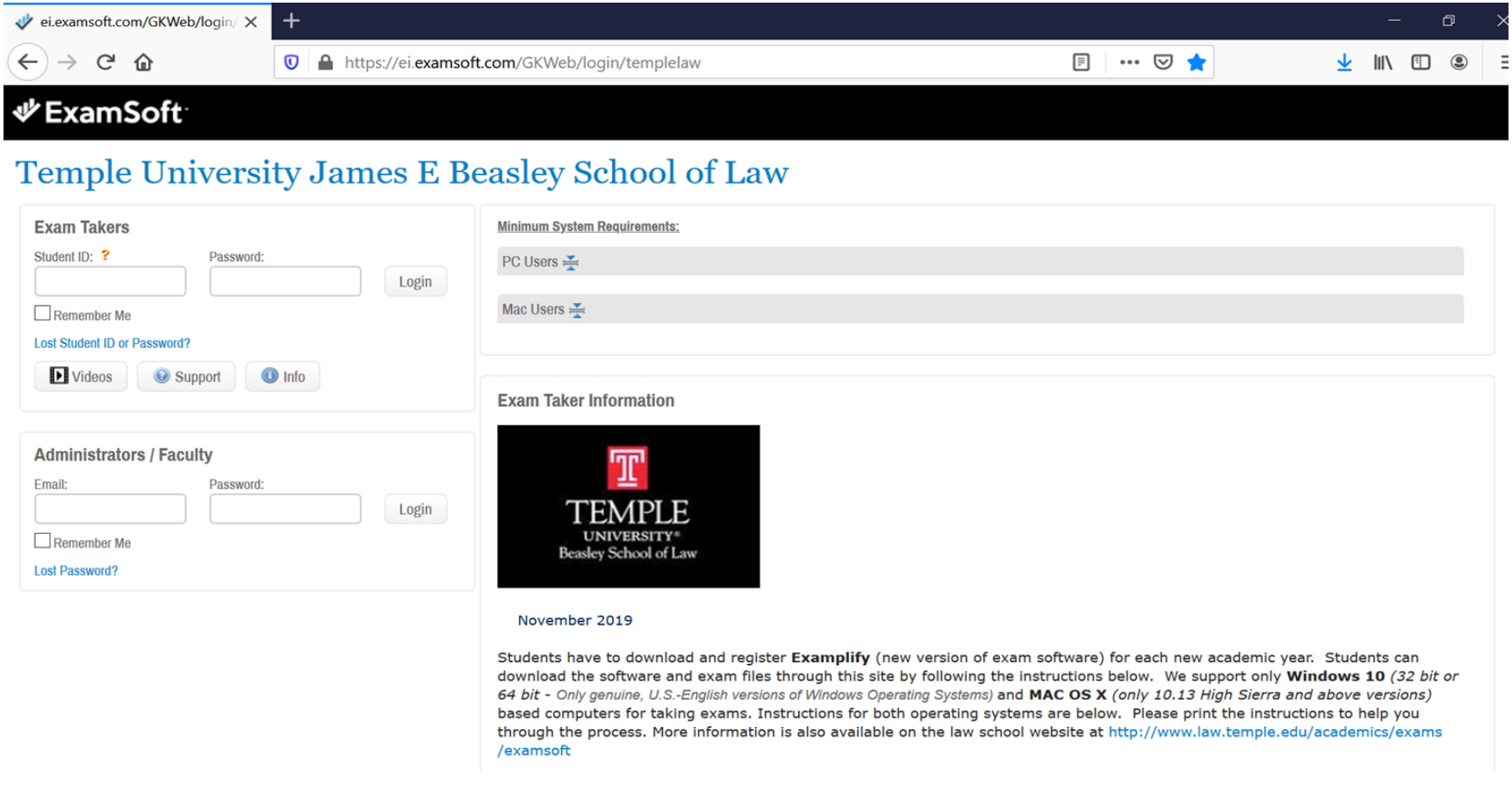
- Download Examplify
  - Our secure exam software. Will completely lock you out of the Internet and any other programs on your computer
- Download your exam file(s)
  - Including the Mock Exam
    - Password is tlaw1234

Logging into Examsoft Website

Examsoft.com/templelaw

Student ID: 9 Digit TUID number (found on your OwlCard)
Password: First initial first name + first initial last name + last 4 digits of ID number (unless you have changed it)

Initials are capitalized!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ExamSoft
Temple University James E Beasley School of Law
Exam Takers
Student ID:
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Remember Me
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Minimum System Requirements:
PC Users
Mac Users
Exam Taker Information
TEMPLE
UNIVERSITY
Beasley School of Law
November 2019
Students have to download and register Examplify (new version of exam software) for each new academic year. Students can download the software and exam files through this site by following the instructions below. We support only Windows 10 (32 bit or 64 bit - Only genuine, U.S.-English versions of Windows Operating Systems) and MAC OS X (only 10.13 High Sierra and above versions) based computers for taking exams. Instructions for both operating systems are below. Please print the instructions to help you through the process. More information is also available on the law school website at http://www.law.temple.edu/academics/exams/examsoft

ExamSoft | Examplify | Courses | Support | Britt Walden

Getting Started with Examplify

1 Check Your Minimum System Requirements

PC Users

Mac Users

2 Install & Register Examplify

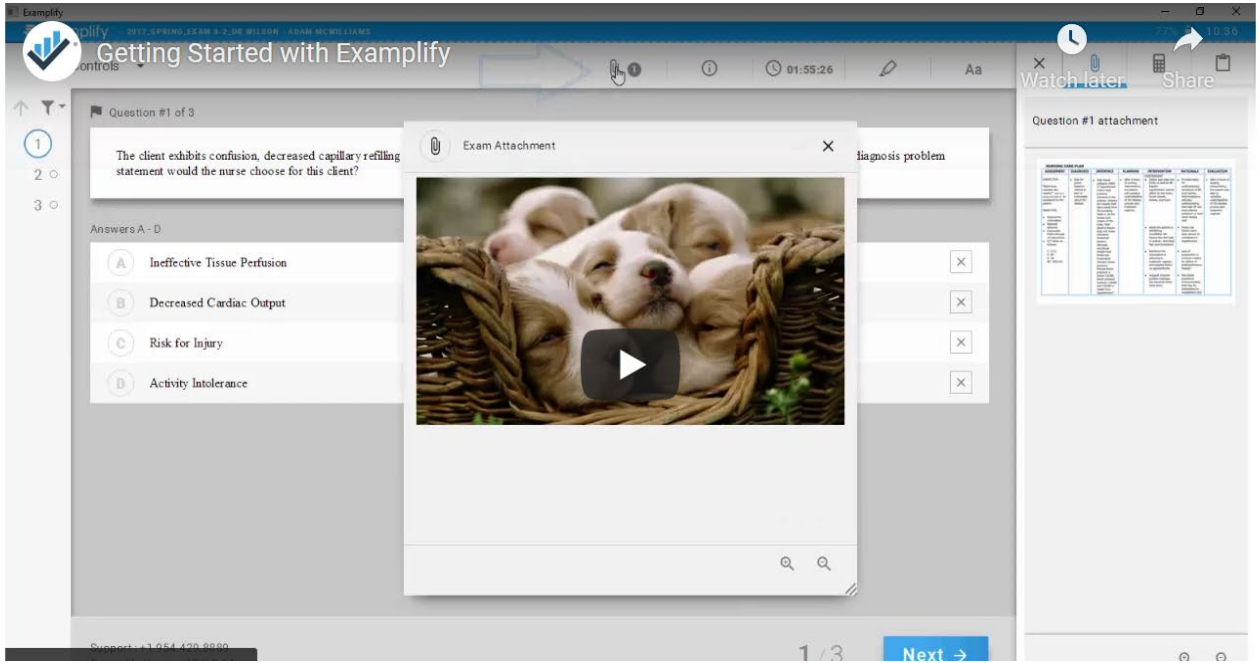
1. Click "Download"
2. Click 'Run' when prompted to Run or Save the file
3. If your browser does not prompt you to 'Run' or 'Open' the file, Click Save and run the file from the location you saved it to.

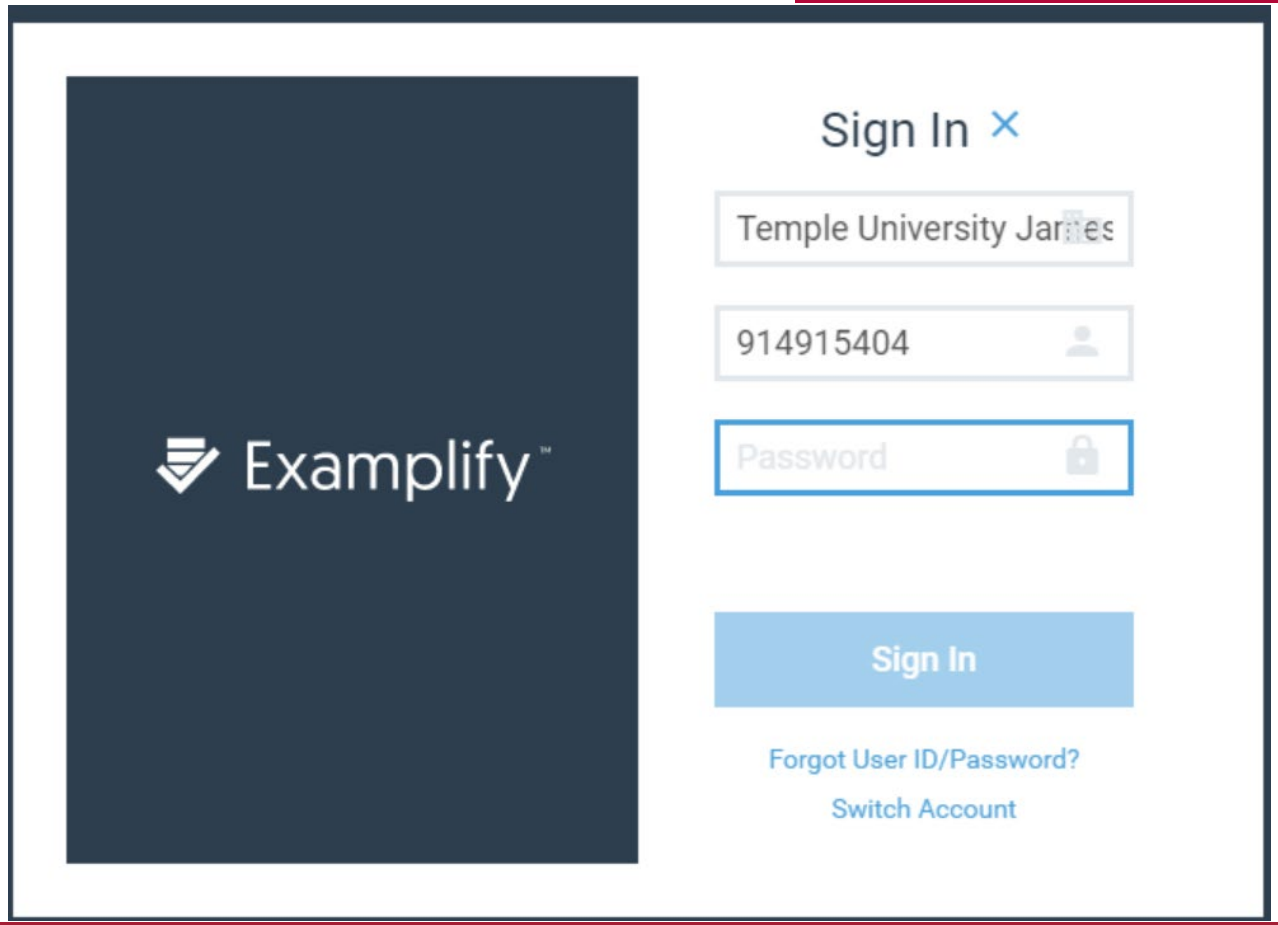
*Note: Please make sure you have an active Internet connection when you run the file.

Help? Download

Examplify Registration Instructions

Examplify




Examplify
Sign In
Temple University Jar
914915404
Password
Sign In
Forgot User ID/Password?
Switch Account

Examplify Brittne Walden - 914915404 - Temple University James E Beasley School of Law HOME MENU NOTIFICATIONS

My Exams

READY FOR DOWNLOAD

Temple_Law_MockExam
Ready For Download
Last Uploaded On: 12/9/2019, 12:42:58 PM

Temple_Law_MockExam
Ready For Download

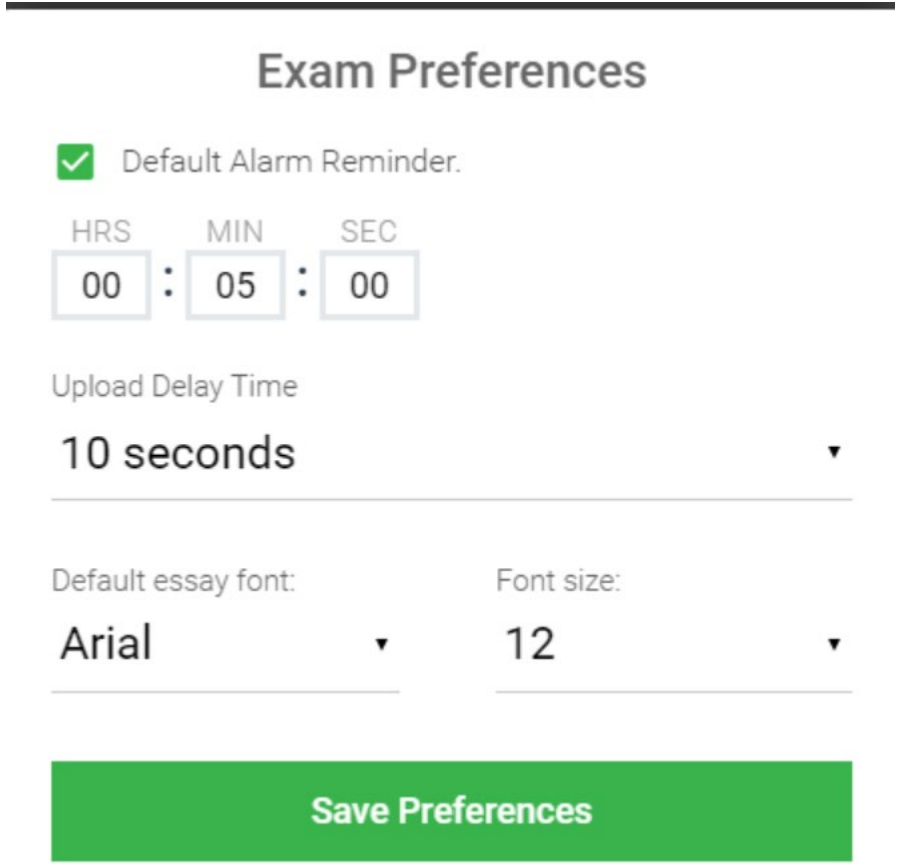
Temple_Law_MockExam
Ready For Download

Temple_Law_MockExam

Download this exam file to prepare for your exam. Only download exams to the computer you will use to take the exam.

Multiple downloads available. You last uploaded this exam on 12/9/2019, 12:42:58 PM

Download Exam


Exam Preferences
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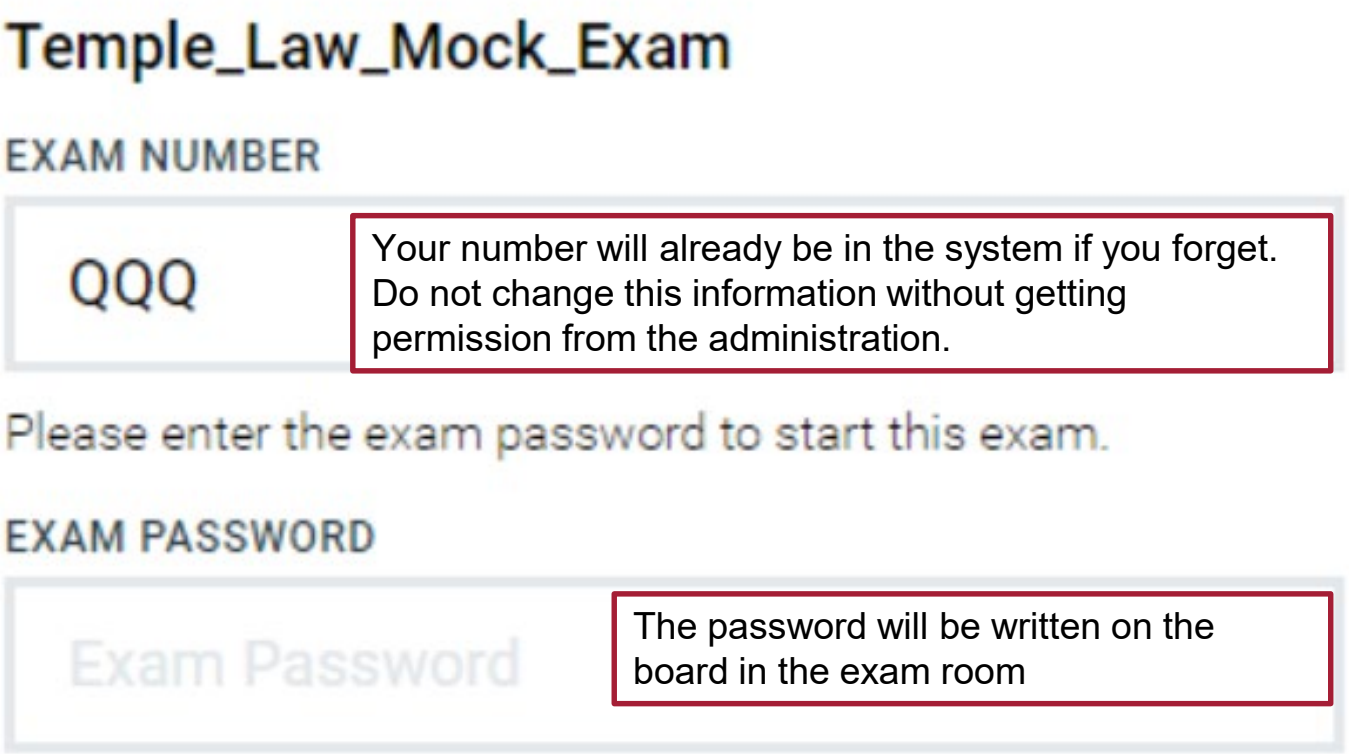
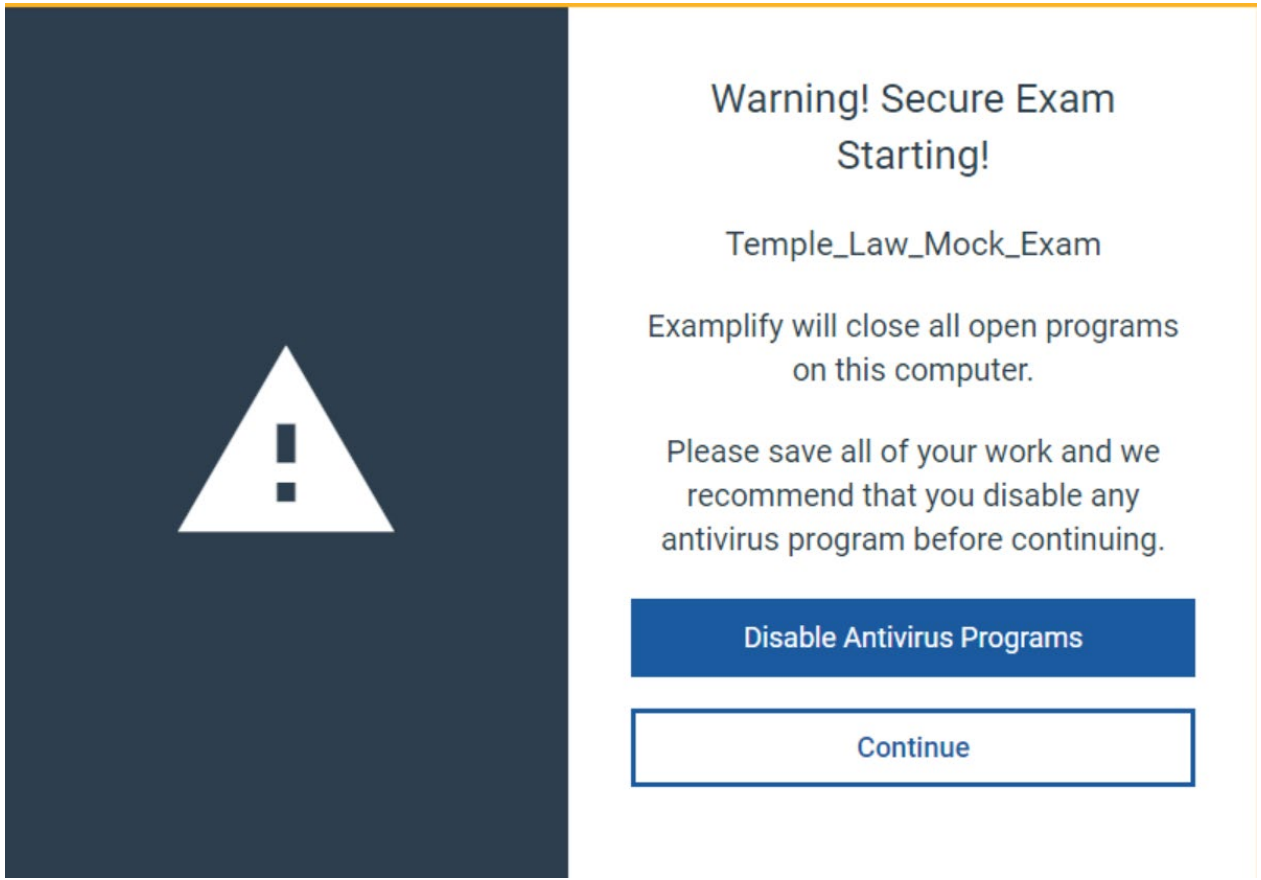
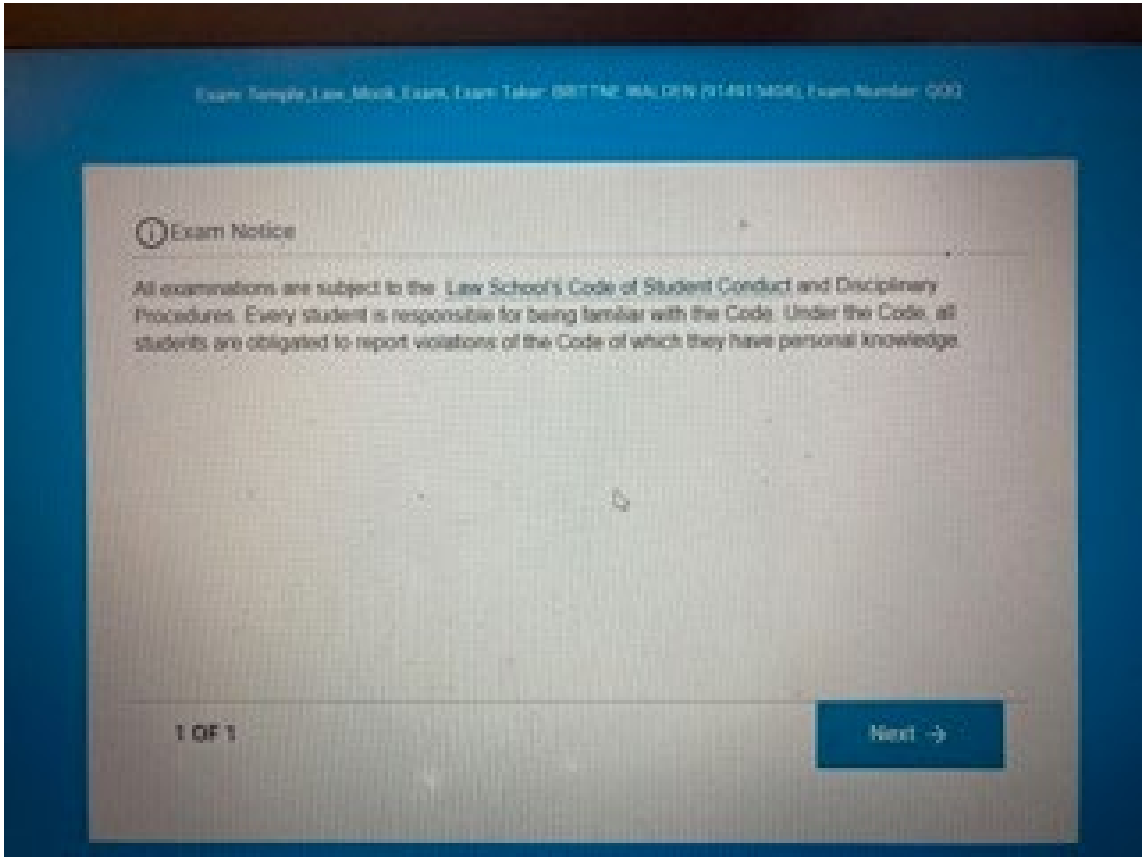
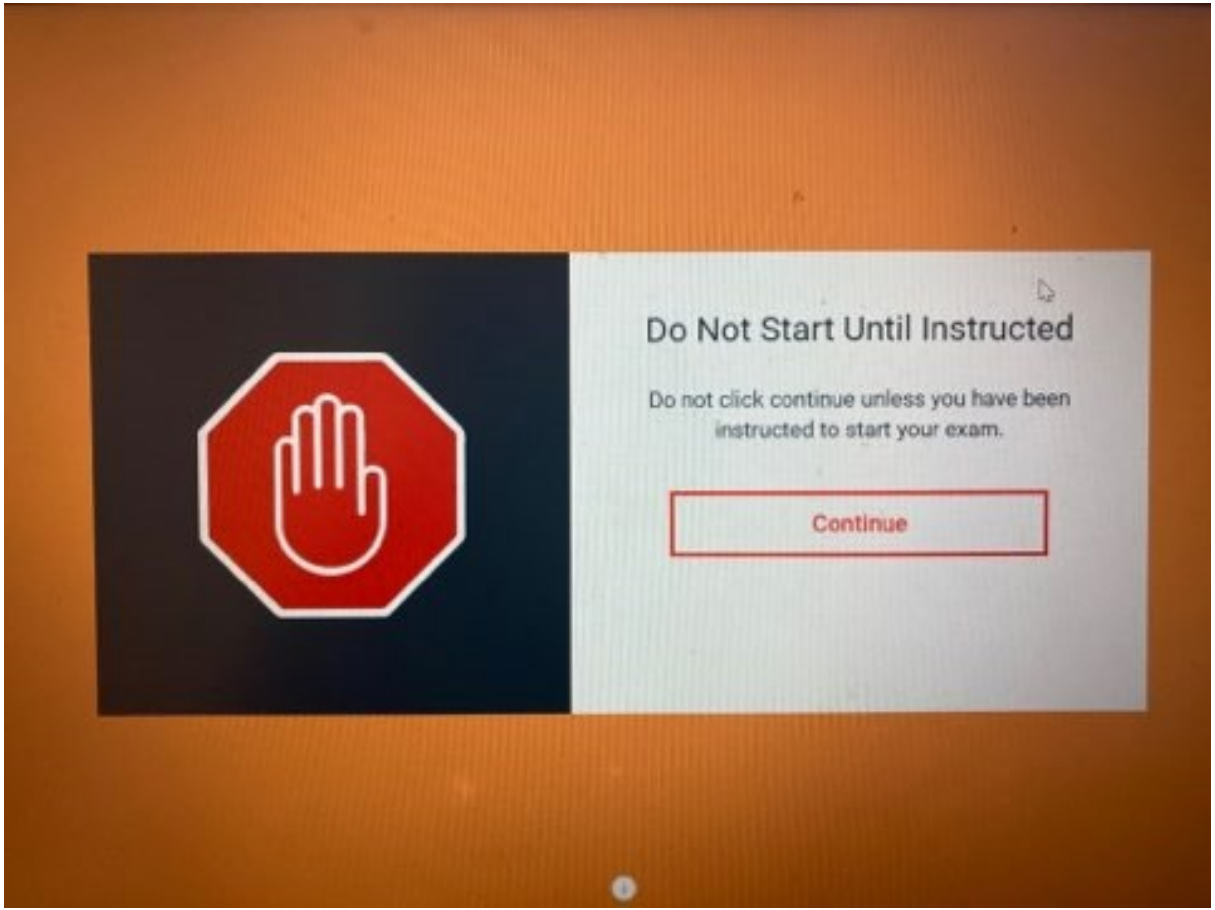

Temple_Law_Mock_Exam
EXAM NUMBER
QQQ
Your number will already be in the system if you forget. Do not change this information without getting permission from the administration.
Please enter the exam password to start this exam.
EXAM PASSWORD
Exam Password
The password will be written on the board in the exam room


Warning! Secure Exam Starting!
Temple_Law_Mock_Exam
Examplify will close all open programs on this computer.
Please save all of your work and we recommend that you disable any antivirus program before continuing.
Disable Antivirus Programs
Continue


Exam Notice
All examinations are subject to the Law School's Code of Student Conduct and Disciplinary Procedures. Every student is responsible for being familiar with the Code. Under the Code, all students are obligated to report violations of the Code of which they have personal knowledge.
1 OF 1
Next →


Do Not Start Until Instructed
Do not click continue unless you have been instructed to start your exam.
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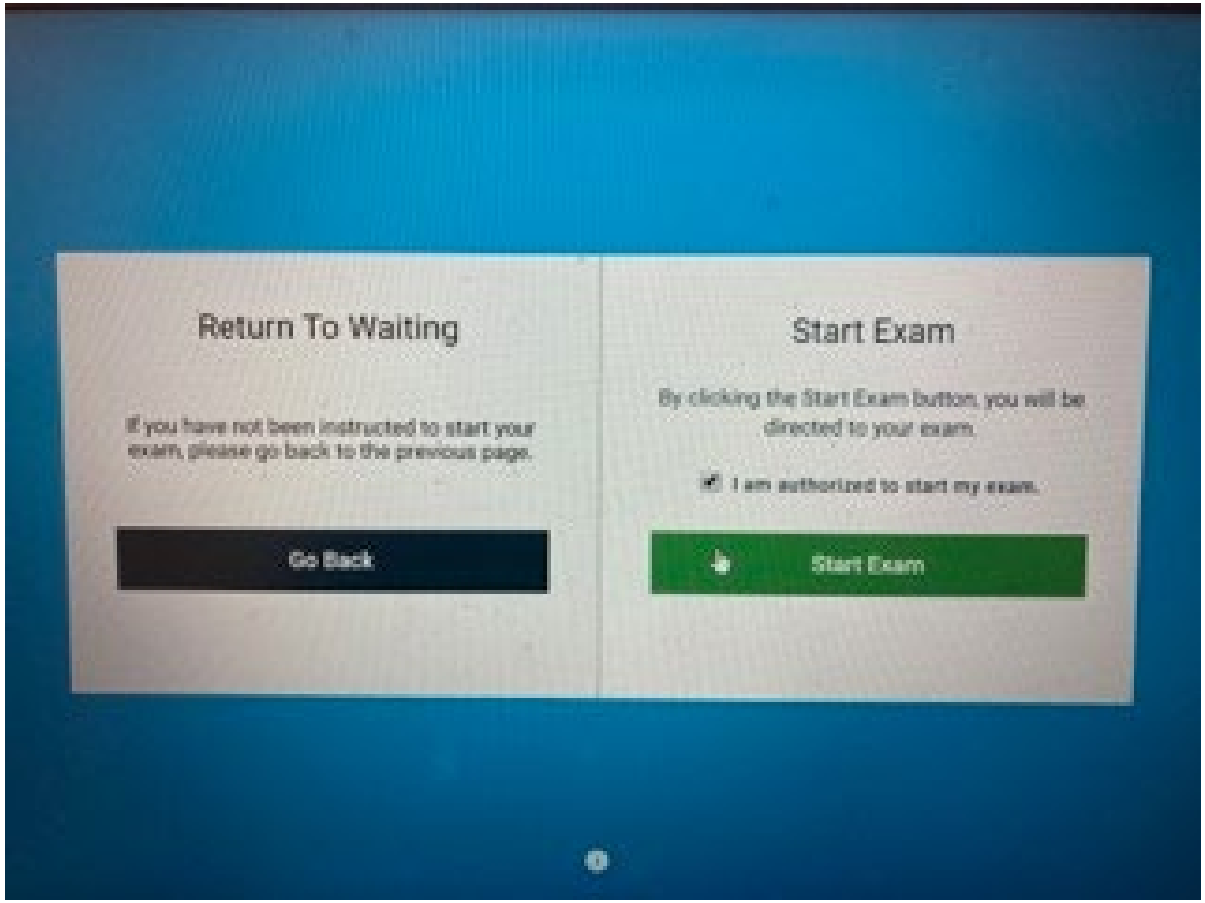
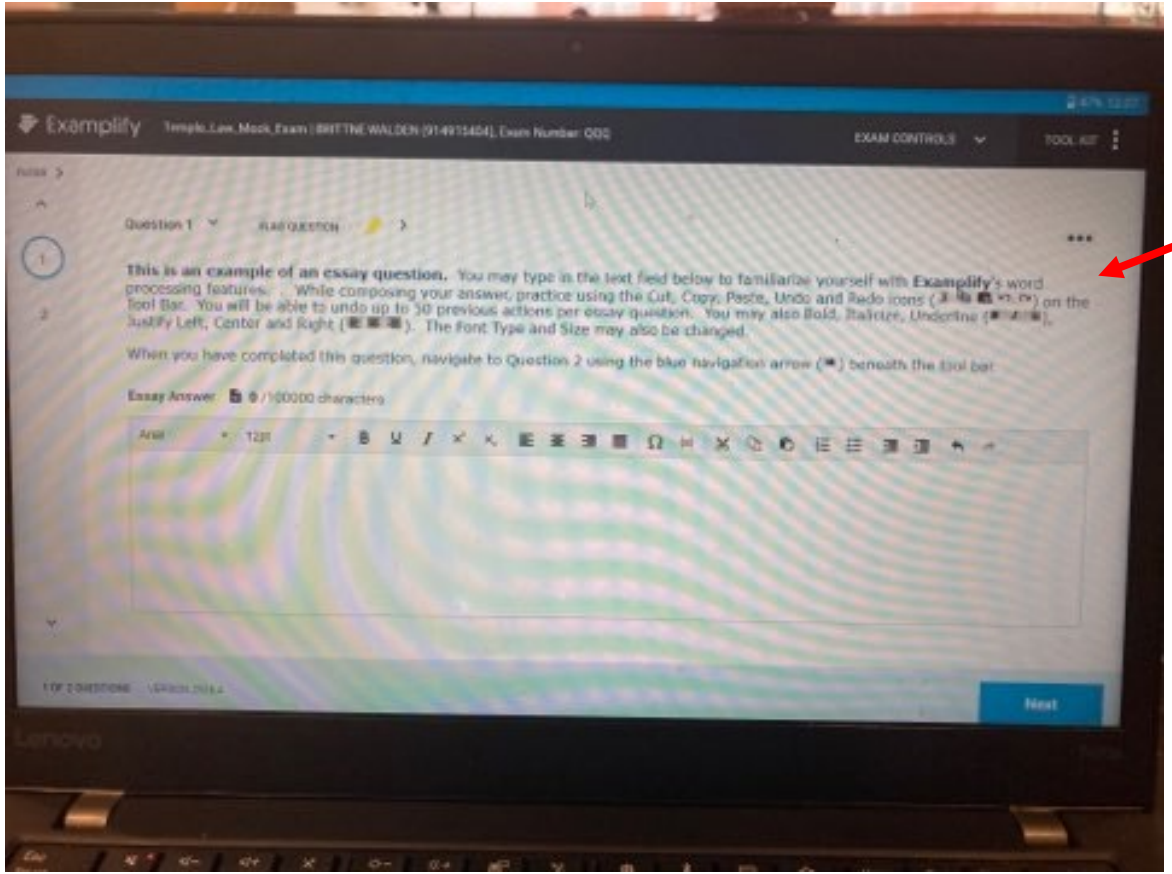
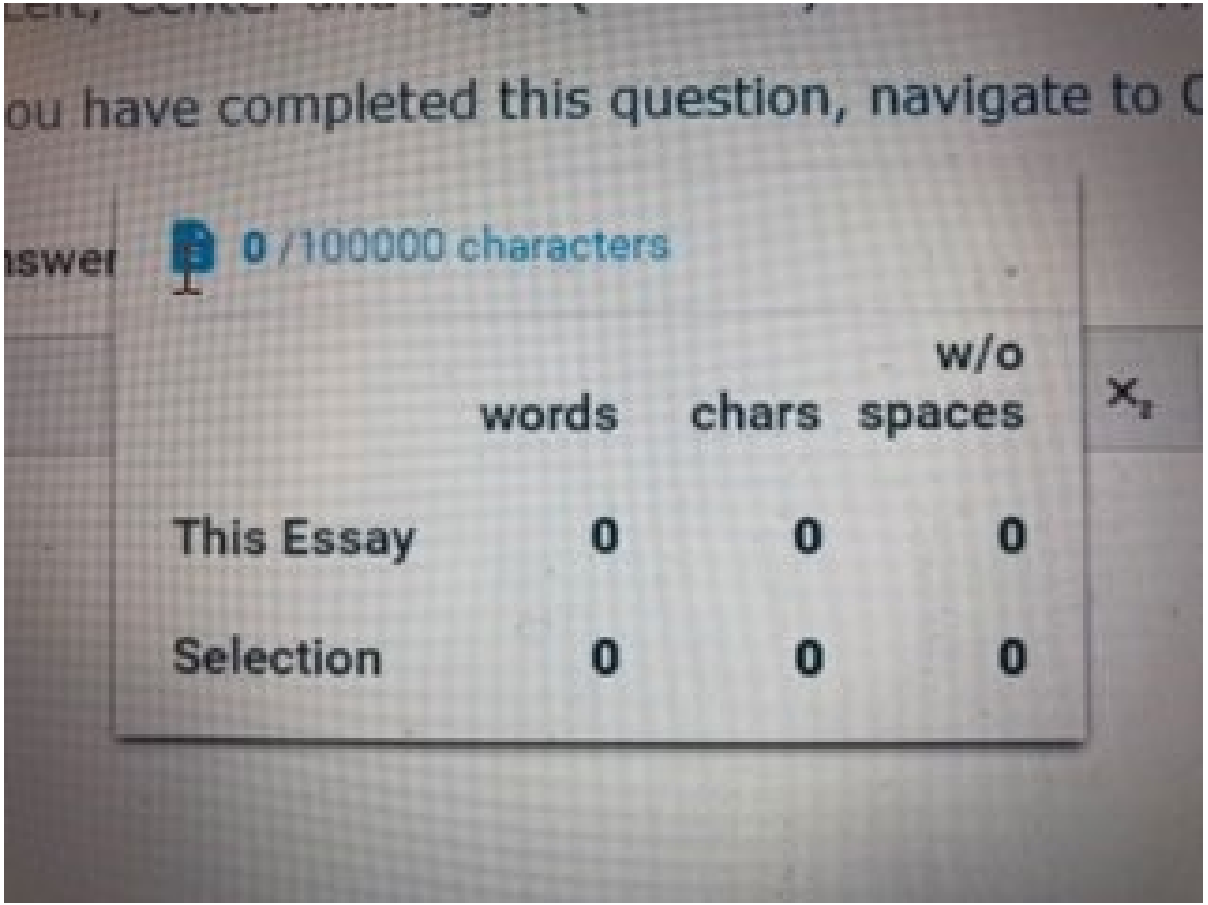

Return To Waiting
If you have not been instructed to start your exam, please go back to the previous page.
Go Back
Start Exam
By clicking the Start Exam button, you will be directed to your exam.
I am authorized to start my exam.
Start Exam

Questions can number #35-50



Question will not appear! It will be blank. The exam is in hard copy!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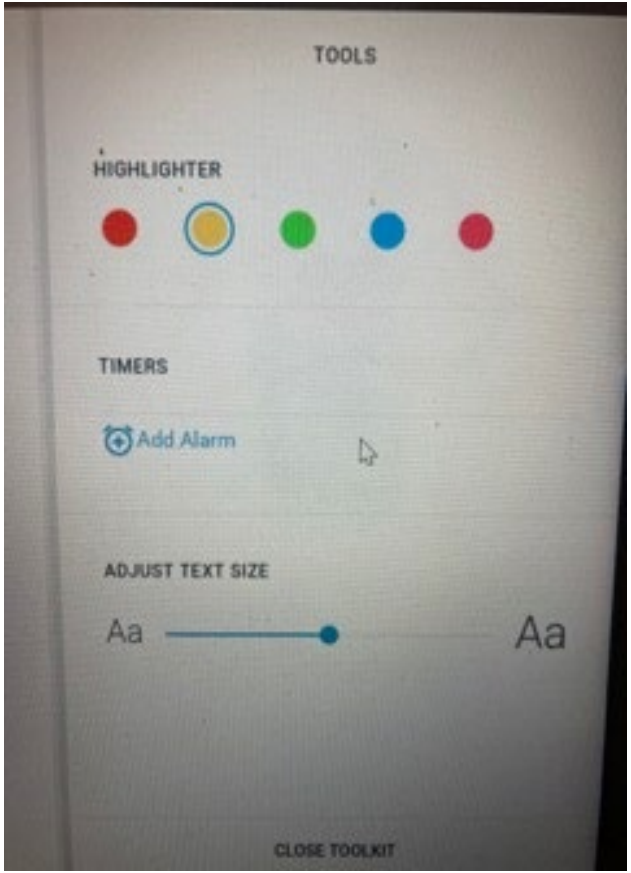
TOOLS
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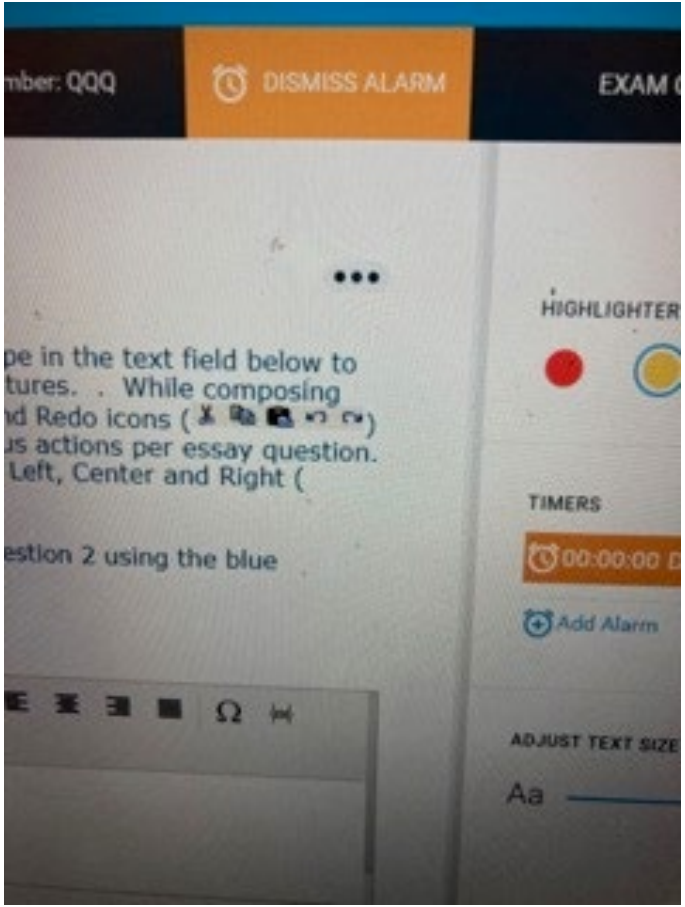
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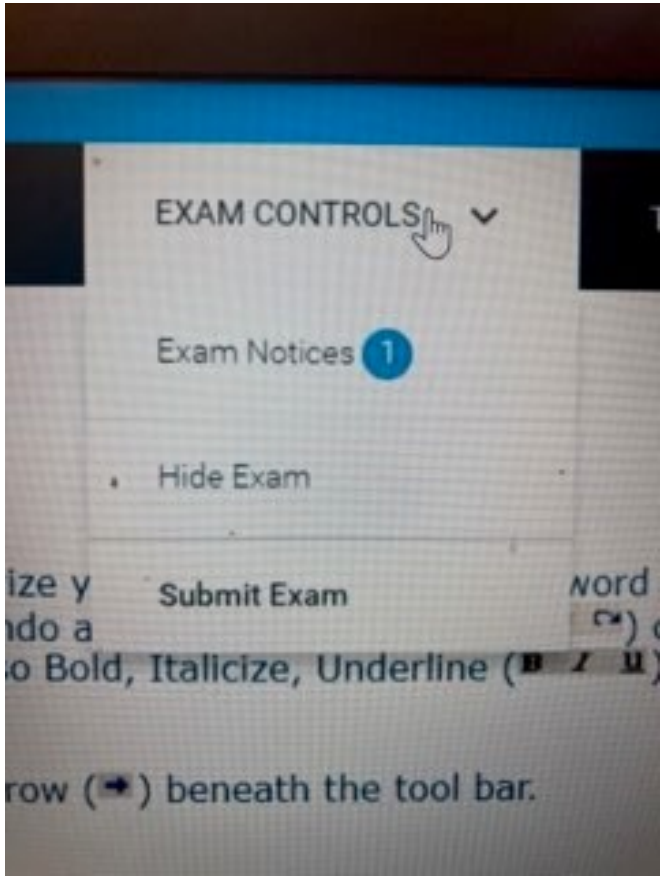
EXAM CONTROLS
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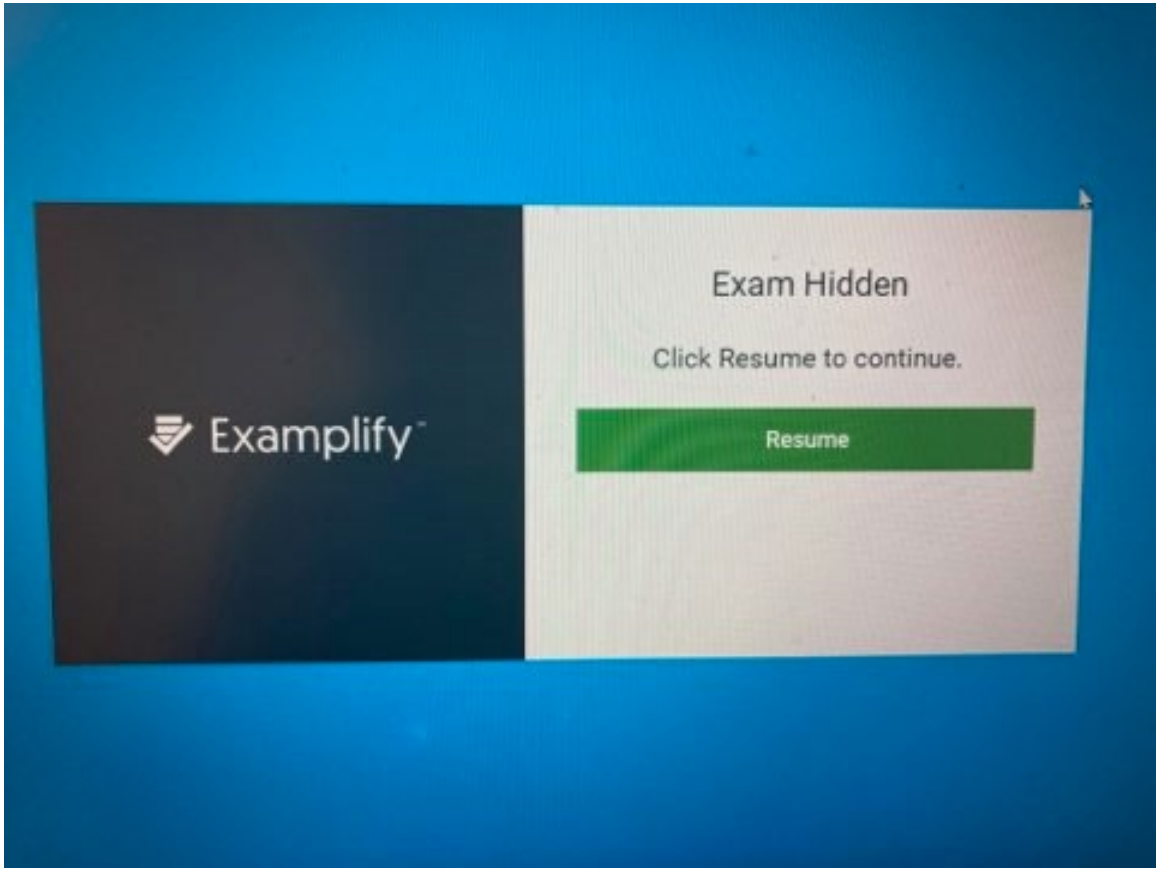
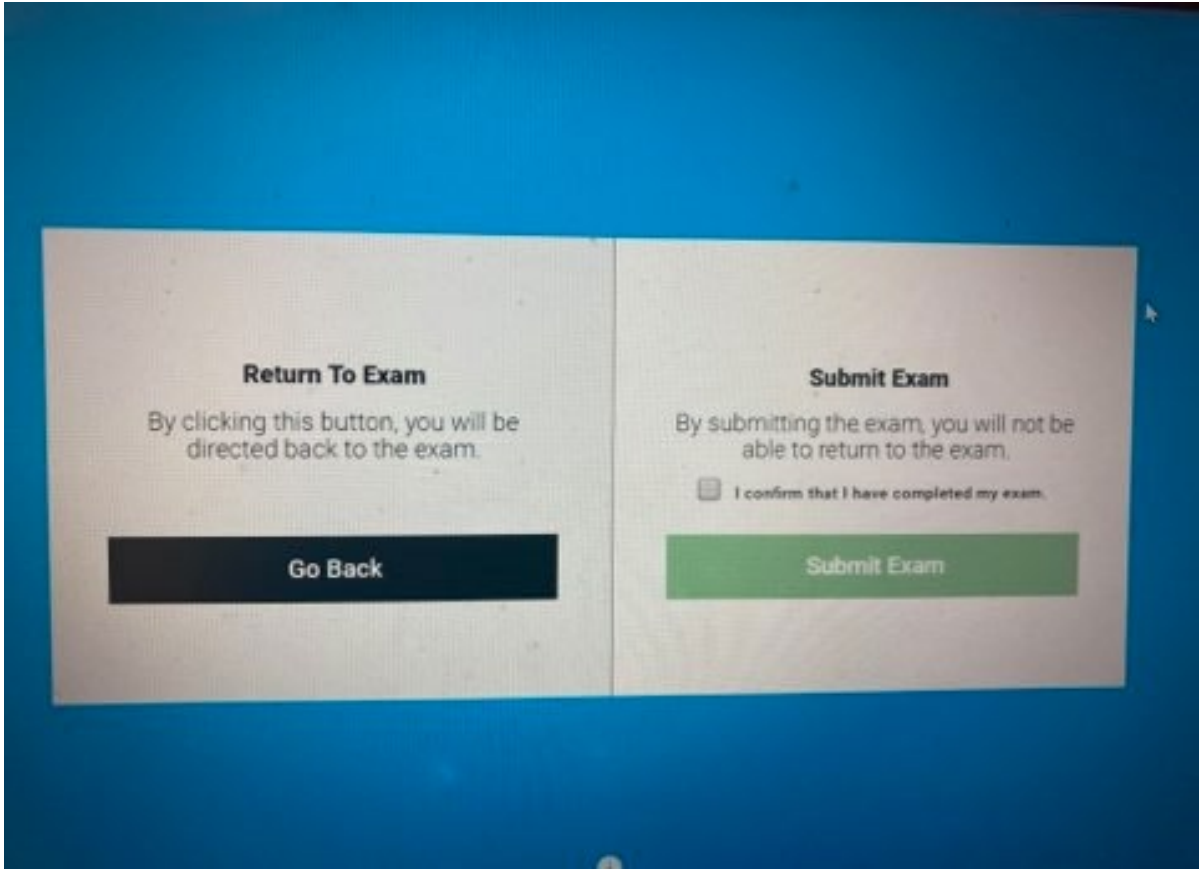
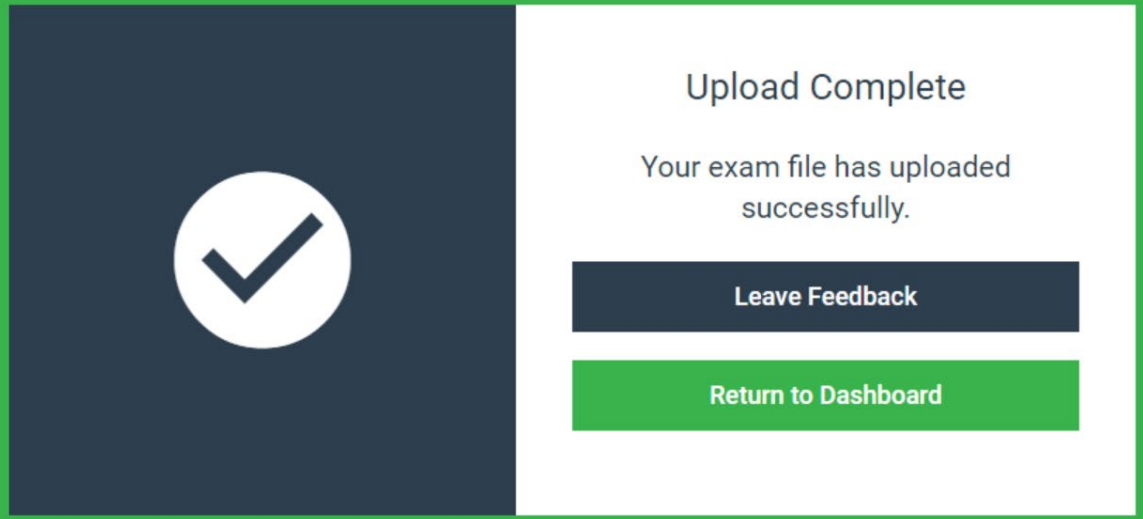

Examplify
Exam Hidden
Click Resume to continue.
Resume


Return To Exam
By clicking this button, you will be directed back to the exam.
Go Back
Submit Exam
By submitting the exam, you will not be able to return to the exam.
I confirm that I have completed my exam.
Submit Exam

Exam: Temple_Law_Mock_Exam, Exam Taker: BRITTNE WALDEN (914915404), Exam Number: QQQ



Day of Exam

- Arrive EARLY. At least 20 minutes. Exams will start on time!
- Sit every other seat
- Turn off cellphone and put it out of sight. Silent does not mean off. Do not disturb does not mean off.
- Use only the scratch paper provided
- You may leave the room to use the restroom, but do not get additional time
- Exams are proctored by undergrads or law school staff/admin
- You may have earplugs but not headphones
- You will be given warnings when you have 30 minutes and 5 minutes remaining
- **You must stop typing/writing when time is called**
- Do not leave until you get the green confirmation screen
- Turn in exam questions
- Pack up quietly (especially if you finish early)

Day of Exam – COVID Policies

- No eating or drinking in the exam room
- You may leave the room without permission to eat/drink and use the bathroom
- You do not get any additional time to eat/drink use the bathroom
- Masks must be worn at all times

What if Something Goes Wrong?

DO NOT PANIC

- ➔ Tech proctors are in the room at the beginning and end of every exam
- ➔ Exam proctors are connected to tech proctors with walkie-talkies
- ➔ Let your exam proctor know immediately that you have a problem
- ➔ If it can be resolved within 5 minutes, remain in the testing room
- ➔ If the issue takes longer than 5 minutes to resolve, you will be removed from the room
- ➔ You get back any time you have lost working

Honor Code

The Law School Code of Conduct and Plagiarism rules apply. You may not begin before permitted. You make not continue working after time is called. Only allowed the materials your professor permits. You must cite any ideas that are not original to you. You may not speak to a faculty member or classmates about an exam until grades are released. You are not allowed to retain any copies of the exam itself. You may not identify yourself on an anonymous exam.

https://law.temple.edu/resources/policies-and-procedures/codes-of-conduct/

You should also review this Powerpoint Presentation on how to avoid plagiarism. Download the presentation and click on the speaker icon on each slide for the narration.

- Exams are anonymous
  - Number will be emailed to you
  - Never use your name or otherwise identify yourself on an exam
- May use computer or handwrite using Bluebooks
- Exams may be open or closed book

Accommodated Students

The Law School and the University are committed to serving the needs of a diverse population which includes students and staff members with learning differences.

Contact Student Services if you have questions or concerns.

DO NOT

- Contact your professor during the exam period. This may jeopardize anonymity. Contact Student Affairs with questions/concerns.
- Keep the exam questions
- Continue working after time is up
- Leave the exam room without confirming your upload
- Suffer in silence – Let us know immdiately of any issues

If you are sick or late: STAY CALM

Let us know as soon as possible

Jennifer.Bretschneider@temple.edu

lawexams@temple.edu

Provide documentation if you are sick, including positive COVID-19 tests

Things to Remember

- Exams are anonymous
  - DO NOT PUT YOUR NAME
  - DO NOT use any other identifying information
- Must turn in exam questions when exam is complete
- The Law School Code of Conduct and Plagiarism rules apply
- If you have questions or problems during the exam or exam period, do not contact your professors
- Must get a green confirmation screen – takes some time for your computer to reconnect to the Internet for this to happen. BE PATIENT

Free Slot & Deferred Exams

- Can take the exam at any point on the exam schedule that says “Free Slot.” You do not need to tell us in advance
- Offered at 9AM, 1:30PM and 6PM
- There is no Friday 6PM Free Slot
- Check in at Exam Central at least 20 minutes before exam is scheduled to begin. Provide your name, the name of the course, and your professor
- You will be given the exam with the password
- Report to the exam room – K2A
- Proctor will give instructions and start the exam for everyone in the room
- Keep your own time
- Return the exam to Exam Central when you are finished/time is up
- Do not leave without getting the green confirmation screen

Take Home Exams

- Exams are online on the Examsoft website
- You do not use Examplify
- You have full access to your computer, programs, etc
- Do not contact your faculty member with questions or concerns. Email Dean Bretschneider, Director Walden or lawexams@temple.edu
- Log out of Examsoft after downloading the exam.
- Answer must be turned in as one PDF file
- Each exam download and answer upload is time-stamped
- 5 minute grace period to upload exam. Don’t worry about message about exams being late

Extra Tips

- Back up your course materials (outlines, notes, etc)
- Arrive Early
- Know your Resources
  - Exam Central: (lawexams@temple.edu)
  - Examsoft Exam Taker Support: 1-866-429-8889 (support@examsoft.com)
  - Lawyers Concerned for Lawyers Confidential Helpline: 1-888-999-1941
  - Tuttleman Counseling: 215-204-7276 (www.temple.edu/counseling)

Questions?