Timed Exams

You will complete your final exams by logging into <u>Canvas</u> using your Widener email and password (see specific submission instructions at the end of this document).

- 1. The Registrar's Office will email each exam access code on the evening before the scheduled exam date at 8:00pm EST.
- 2. 24-hour window exams will be released on Canvas at 5:00am EST on the scheduled exam date. You will have until 4:59am the following morning to complete. Exams that begin at a specific time will be released promptly at the time scheduled.
- Once you use the access code to open the exam, exam timing begins. You will be responsible for monitoring the timing of your exam to ensure that you do not exceed the time limit. The Registrar's Office will monitor exam times after submissions are completed.

24-hour Window Example

- Property I P Dernbach 12/7
- Access code to open exam is distributed via email from the Registrar's Office at 8pm on December 6.
- Exam appears on Canvas at 5:00am on December 7.
- You decide to use the password to open the exam at 10:00am on December 7.
- You will have until 1:00pm on December 7 to complete and submit the exam (3 hours allotted)
- The exam must be completed by 4:59am on December 8.
- You are responsible for monitoring the timing of your exam to ensure that you do not exceed the time limit.

Specific Timed Exam Example

- Contracts P Meadows 12/1
- Access code to open exam is distributed via email from the Registrar's Office at 8pm on Nov. 30.
- Exam appears on Canvas at 9:00am on December 1.
- You will have until 11:30am on December 1 to complete the exam (2.5 hours allotted)
- You are responsible for monitoring the timing of your exam to ensure that you do not exceed the time limit.

Take-Home Exams

Unless otherwise instructed by your professor, take-home exams will be available for download on Canvas. Each exam will be opened with an access code.

- The Registrar's Office will email each access code on the evening before the scheduled distribution date at 8:00pm EST.
- 2. The exam will be released on Canvas at 5:00am EST on the scheduled distribution date.
- 3. Once you complete your exam, you must upload it to the Canvas page. This must be done by the due date and time provided by your professor.

<u>Example</u>

- Family Law, Haynes-Pinsker 12/5
- Access Code to open exam is distributed via email from the Registrar's Office at 8pm on Dec. 4.
- Exam appears on Canvas at 5:00am on December 5.
- You use the access code to open the exam.
- You will have until 4:59am on December 6 to complete and submit the exam

Mock Exam Written Directions

To become acclimated to the test-taking process, you can practice on the mock exam we have set up in Canvas. To take the mock test, log into <u>Canvas</u> using your Widener email and your Widener password.

- Accept your invitation to the course "Fall 2020 Exam Submissions CW Law"
- On the left-hand-side tab, click on "Courses"
- Click on "Fall 2020 Exam Submissions CW Law"
- Click on "Modules"
- Click on "Mock Practice Multi-Choice & Essay Combined"
- To begin your quiz, click on "Take the Quiz"
- Input the access code which is "access"

Mock Exam Screen Shot Directions

Click on Courses, then on Fall 2020 Exam Submissions - CW Law :

	1821	Courses
		Published Courses
	Account	Commonwealth Academic Success Program –
	CC Dashboard	LAWH-509-NP2_20/FA Fall 2020
->	Courses	Fall 2020 Exam Submissions - CW Law
	Ē	LAWH-646-1N_20/FA Fall 2020
	Calendar	Widener Law Commonwealth Exams
	Inbox	All Courses
	History	Welcome to your courses! To customize the
	Commons	list of courses, click on the "All Courses" link and star the courses to display.
	Studio	
	Follett	
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1821	Fall 2020 > Modules						
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Click on the yellow Take the Quiz button:

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Account	Home Modules	Mock Multi-Choice & Essay Quiz Due No due date Points 2 Questions 2 Time Limit 10 Minutes Allowed Attempts Unlimited	
Courses			
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Input the access code that is "access" which enables you to begin your quiz:

<u>Multi-Choice</u> If it's multi-choice, then you will answer each question in Canvas. When you are finished taking your multi-choice, click on the yellow Submit Quiz button:

1821		es > M	ock Multi-Choice & Essay Quiz		
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U History			○ White		
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(?) Help			Quiz saved at 9:48am	v Submit Quiz	
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Essay If it's essay, then you will type your answers in a separate word processing document. When you are finished with your answers, you will save the document and then upload it into Canvas by clicking on Choose a File, selecting your saved answer file, and then clicking on the yellow Submit Quiz button:



Below is what you will see when you have successfully submitted your quiz:

and the second s	No. of Concession, Name	INIOCK IV	Mock Multi-Choice & Essay Quiz				Submission Details:	
لک) Dashboard	Modules	Due No due	date Points 2	Questions 2 Time Limit	10 Minutes	Time:	less than 1 minute	
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			Attempt	Time	Score	Kept Score:	1 out of 2	
Calendar		LATEST	Attempt 1	less than 1 minute	1 out of 2 *	* Some que	stions not yet graded	
Inbox			* Some ques	tions not yet graded				
U History		Quiz results	s are protected for thi	s quiz and are not visible to studer	its.			
Commons		① Correct	answers are hidden.					
ن کړو Studio		Previous						
Follett								