(1) Enter your Exam Zoom meeting between 2:30 and 2:40 pm on Saturday, March 14. The exam meeting will lock at 2:40 pm, so students who do not enter by this time will receive their letter grade based on Grading Scheme Three, in which the final does not count towards the letter grade.

(2) As during the in-person exams, you may use one sheet of handwritten notes during the exam, both sides okay, but no other resources. In particular, you may not use any tablets, laptops, phones, etc. for any purposes other than being proctored and uploading photos of the exam after you are done.

(3) You need to bring ten blank pieces of paper to the exam. When the instructor releases the problems, you will write one problem at the top of each page. Only one of the problems has multiple parts, and you will write all of these parts on the same page. Writing the problems does not count towards your exam time. The three hours will begin after this process.

(4) Your complete solutions to the problems must appear on the same side of the page as the problem statements, as you can only submit a ten page assignment to Gradescope. You may use the reverse sides of the pages for scratch work, but be careful to take photos of the correct sides before you upload your solutions.

(5) You will not be able to ask questions during the exam, but before the exam starts, you will have a chance to ask any clarifications on the problem statements. So as you are writing the problems down, make sure to note if you need any clarification, and then ask when the instructor prompts you. Questions that indicate ideas as to how to solve the problems are not allowed. You may only clarify problem statements.

(6) While you are doing the exam, you will only need your paper and writing utensils. So after you have finished writing the exam questions, please remove all items from your workspace (keyboards and phones should be as far as possible) before starting the exam. You should, however, keep a digital clock or other timepiece near you (except for smart watches).

(7) When you are done with your exam, message the word “Done” to your proctor. From the time that you message the word done, you will have five minutes to photograph and upload your solutions to Gradescope. If possible, stay visible to your proctor during the photo taking and uploading. However, if you need to leave the view of the proctor or leave the meeting to take photos of and upload your exam, this is also allowed.

(8) You are not allowed to wear any headphones or other sorts of earpieces, hats, or hoods during the exam.

(9) Please do all that you can to avoid having to use the bathroom during the exam. You can raise your hand or use your phone to make a phone call to your proctor in the case of any emergency.

(10) While you are solving the exam problems, to the extent possible and reasonable, please keep your eyes on your papers or up at the ceiling. Things start to look fishy if you are looking at your computer screen frequently or for extended periods of time. On a related note, do not rely on your computer or phone for telling the time (use a clock or watch instead).