US GOVT 2305 DIL EXAMS

Summer 2016 6 Week Session: May 31st – July 6th
Synonym & Section Number 04271 DIL 006
Synonym & Section Number 05694 DIL 048

**EXAMS**
You are required to take the four (4) exams at an ACC Testing Center. The following link provides more details (times and locations) regarding the testing centers.

Students will complete a form outside the Testing Center to request a test. One of the key pieces of information that you will need to fill out on this form is the section number for the course. Students should keep this form as verification that they have completed the exams. Then, you will be directed to a computer to take the exam. You will need to know your username and password for Blackboard to access the exams at the testing center. The exams have been uploaded into Blackboard and they require a LockDown Browser to take them. This browser is only available on the computers at the testing centers.

Blackboard will generate your score for the exam when you complete and finish the exam. To that end, you will also see a listing of the questions noting which ones you earned points for and which ones you did not. It will note “1 out of 1” or “0 out of 1” depending on if you answer the question correctly. At this point, you are able to see what you got wrong and what you got right. You can also click on “My Grades” and click on the exam grade and then click on that the hyperlinked score to see the list. You will have to visit with me during my office hours if you want to see the exam question(s). I can’t e-mail you the exam questions or anything along those lines in order to not compromise the exams. However, I am definitely open to the idea of visiting with you during my office hours to review the exam questions. That is no problem.

**STUDENT ID CARDS**
ACC students must now obtain a Student ID card with a photo. Students can come to any campus Admissions & Records Office the day after registering for classes to obtain a Student ID card. A valid state or federally issued photo ID, such as a Driver’s License, must be initially presented.

**PREPARING FOR EXAMS**
There will be a total of fifty (50) objective questions (combination of multiple-choice and true/false questions) on each examination. Each question is worth one (1) point. There is a two prong approach that you can take to do well on these exams.

First, keep in mind that there are a total of four study guides on Blackboard that pertain to each of the four required exams. *I highly recommend that you go to Blackboard to get the study guides (they are printer friendly).* You can find the study guides on Blackboard. Click on Course Documents and you will find the Study Guides for all Four Exams. Be sure you answer the study guide questions found on Blackboard. **You MUST print the study guides off of Blackboard!** Take the time to answer these questions in order to do well on the exams. It isn't enough that you have defined the terms at the end of the chapter!!!

Second, do not hesitate to contact me (via e-mail, by telephone, or in person during my office hours) to ask me any questions that you may have about the concepts or if you need clarification. Just be sure to keep in mind that my goal is to respond to my e-mail within 24 hours.

**EXAM DEADLINES**
Exams can be taken anytime **before** or **on** the following dates by the time the testing centers officially close. You are responsible for knowing them and heeding them. Keep in mind that you may take an exam as early as you would like, but the dates listed below are the last days that you can take the exam. One more thing to note is that the exams will be available in the testing centers beginning the first day of the semester.

**Course Schedule and Reading Assignments:**

- **Founding / Constitution / Federalism**  
  Chapter 1, 2, and 3  
  **First Exam:** Thursday, June 9th

- **Linkage Institutions**  
  Chapter 4, 5, 6, 7, 9, 10  
  **Second Exam:** Thursday, June 16th

- **Institutions of Government**  
  Chapter 11, 12, 13, 14  
  **Third Exam:** Thursday, June 23rd

- **Civil Liberties / Civil Rights / Policy**  
  Chapter 15, 16, 17, 18  
  **Fourth Exam:** Thursday, June 30th

It is important to note that there are no "MAKE UP" exams. If you miss the deadline for any of the four exams listed above you forfeit those points. Furthermore, you may only take each exam once. So, be amply prepared prior to arriving to the testing center. You will not be able to use your notes or your textbook while taking the exam at the testing center. There are no re-takes, re-tests or low grades dropped.