

The Final Exam will be available for **ONLINE** students starting at 11:30 a.m. C.T. on Wednesday, December 3 and is due by **Friday, December 5, at 11:30 a.m. C.T.** The Final Exam is comprehensive and is worth 200 points.

Please read the following instructions carefully before attempting the exam.

1. The best way to begin preparing for the Final Exam is by looking over the solutions for all assignments—including the three exams—you submitted this semester. Read the Blackboard announcement entitled “**How to Use the Blackboard ‘My Grades’ Button to Find Assignment Grades, Feedback, and Solutions**” if you do not know how to view assignment solutions.
2. Click [HERE](#) to access some Final Exam prep activities.
3. For online students, the exam is open-book and open-note.
4. Online students will take the Final Exam online.
5. You may use a calculator on the exam.
6. You may **NOT** work on the exam with any other student or any other person.
7. You may **NOT** discuss the exam with anyone until after **3:00 p.m. C.T. on Monday, December 8.**
8. You have **one chance** in which to complete the exam, and you will not be allowed to re-open the exam once you close it. **Make sure you complete and submit the exam before closing it.**
9. Online students have until **11:30 a.m. C.T. on Friday, December 5** in which to complete the exam. I will **NOT** accept any late exams.
10. After opening the exam, **you have only 2 hours** (120 minutes) in which to complete it.
11. You will lose 5 points for every minute you exceed the exam time limit. Prepare thoroughly before opening the exam.
12. I must hand-grade your exam, and so the grade you are given upon completion might be lower than the grade you actually receive.

13. Your exam grade, your work, my feedback, and my solutions for the exam will be available in your grade book after **3:00 p.m. C.T. on Monday, December 8.**
14. If you have questions, ask BEFORE opening the exam.
15. You can access the Final Exam by clicking the Blackboard "**Assignments**" button.

Happy studying and good luck!