

Final Examinations at YLS

Office of the Registrar

December 4, 2024



Yale Law School

Registrar's Office Staff



Heather Abbott

Registrar

Curriculum

Writing Requirements

Joint-Degrees

General Questions



Amy Gosztyla

Associate Registrar

Exams

Student records

Degree Audit

General Questions



Jennifer Kirby

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Technical Questions

Course Evaluations

Dynamic Forms

YLS:Courses



Kimberley Horton

Senior Administrative Asst.

Transcripts

Verifications

Bar Forms

Notary Public



Agenda: Final Examinations at YLS

When

Where

How

Nuts & Bolts

What happens on the day of the exam?

Open, closed, or modified book exams

Demo of YLS:Exams

Where to find information

Q & A



Exams at YLS

When / Where / How



WHEN IS THE EXAM?

Scheduled

- Date certain
- All students take the exam at the same time



WHEN IS THE EXAM?

Self-scheduled

- During the exam period
- You decide when to take the exam



WHERE IS THE EXAM?

Questions Available Online: NO

- Scheduled: Answers Only
- Self-Scheduled: Answers Only

Questions Available Online: YES

- Scheduled Web
- Scheduled One-Day
- Self-Scheduled



YLS: Courses Exam Schedule

Constitutional Law I
Exam Required

Fall 2023
10001-05

Scheduled
12/20/2023 at 1:00 PM

Length: 4 hour(s)

Samuel Moyn

Location: SLB 128

Constitutional Law I
Exam Required

Fall 2023
10001-02

Scheduled
12/20/2023 at 9:00 AM

Length: 8 hour(s)

Justin Driver

Location: SLB 121

Constitutional Law I
Exam Required

Fall 2023
10001-06

Scheduled
12/20/2023 at 1:00 PM

Length: 4 hour(s)

Robert Post

Location: SLB 129



Exam Details:

Expanded Course Description on [YLS:Courses](#)

Constitutional Law I

CRN: 21745 Units: 4 Grade Mode: Credit or Fail

Instructor: Samuel Moyn

OVERVIEW

EXAM

Date(s): 12/20/2023

Time: 1:00 PM

Length: 4 hour(s)

Questions Available Online: No

Location: SLB 128

Scheduled Examination, Answers Only: You must take this exam on the scheduled date, at the scheduled time, and in the assigned room. You may upload your answers to YLS ExamWeb.

- 📅 Mon 2:10 PM - 4:00 PM
BAKER - 128 (Mon)
- 📅 Wed 1:10 PM - 3:00 PM
BAKER - 128 (Wed)
- 📅 Thu 4:10 PM - 6:00 PM
SLB - 110 (Thu)
- # Course Number
10001-05
- ☰ Requirements
First Term
- 👤 Enrollment Type
Open Enrollment
- 📄 Exam or Paper
Exam Required
- 🕒 Exam Schedule
Scheduled
12/20/2023 at 1:00 PM
- 📄 Grade Mode
Credit or Fail



Scheduled Exam: Answers Only

You must take this exam on the **scheduled date**, at the **scheduled time**, and **in the assigned room**. You may upload your answers to YLS: Exams.

Date(s): 12/15/2023

Time: 9:00 AM

Length: 4 hour(s)

Questions Available Online: No

Location: SLB 129



Self-Scheduled Exam: Answers Only

You may take this exam at any time during the examination period by signing out the questions from the Registrar's Office, Monday through Friday, between 8:30 a.m. and 5 p.m. You may upload your answers.

EXAM

Date(s): 12/11/2023 - 12/21/2023

Length: 4 hour(s)

Questions Available Online: No

Note: exam questions must be **returned** within 10-15 of completing the exam. Plan accordingly!



Scheduled Examination: ExamWeb

You must take this exam on the **scheduled date**, at the **scheduled time**, either in the assigned room or through YLS Exams.

EXAM

Date(s): **12/19/2023**

Time: **9:00 AM**

Length: **6 hour(s)**

Questions Available Online: **Yes**

Location: **SLB 127**



It is your responsibility to calculate the time difference if you elect to take an exam away from YLS.



Self-Scheduled: ExamWeb

You may take this exam at **any time** during the examination period, **either** through YLS ExamWeb or by signing out the questions from the Registrar's Office.

Hard copies are always available in the Registrar's Office.

EXAM

Date(s): 12/11/2023 - 12/21/2023

Length: 4 hour(s)

Questions Available Online: Yes



Scheduled Exams: One-Day

You must take this exam between 12:01 a.m. and 11:59 p.m. ET on the scheduled date.

The exam answers must be uploaded by the end of the allotted time or 11:59 p.m., whichever comes earlier.

LAW 12001.B - One-day Scheduled

Release: 12/14/2020 12:01 AM EST

Due:12/14/2020 11:59 PM EST Or 4:00 hours from checkout, whichever comes first.



Scheduled Exams: One-Day cont.

- Your time starts when you download the questions
- Upload your answers to YLS:Exams



It is your responsibility to calculate the time difference



Example: Scheduled One-Day

Property and Regulation exam December 15, 3 hours 15 minutes

- Start exam at 7:00pm
- Exam due by 10:15pm

Available at 12:01am

Due at the end of the allotted time, or 11:59pm, whichever comes first.

EXAM

Date(s): 12/15/2023

Time: 12:01 AM

Length: 3.25 hour(s)

Questions Available Online: Yes



Overview: Exam Types at YLS

Scheduled Web & Scheduled One Day

- Date certain
- Questions online in YLS Exams

Scheduled Answers Only

- Date Certain
- Questions from proctor at YLS

Upload answers
to YLS Exams

Self-Scheduled

- Choose date within exam period
- Questions online in YLS Exams

Self-Scheduled Answers Only

- Choose date within exam period
- Questions from YLS Registrar's Office



NUTS & BOLTS



Exam ID

- Anonymous four-digit number
 - Emailed to you
 - Visible in YLS:Exams
 - Available on the Hub under Academics
- Different number each semester



Put your Exam ID (NOT your name!) in the body of your exam answers document



Where to Write Exam Answers



Type your answers in a Word document

SAVE your file!

Use the provided template



Handwrite your answers in a blue exam booklet

Notify your exam proctor!



Type your answers in Electronic Blue Book software

Some multiple-choice exams use YLS:Exams



Key Takeaway



SAVE YOUR FILE

Use provided template

Create exam answers documents in advance



Do I need to download software?

Some exams may use EBB software.

You do NOT need to download software unless you receive an email from the Registrar's Office.

The screenshot shows a web interface with a sidebar on the left containing the text "exams. Exams" and "examination, that I ly or indirectly, any assisted me with wnloading exam". The main content area is titled "Exam Software Download" and contains two blue buttons: "PC Electronic Bluebook" and "Mac Electronic Bluebook". Below the buttons, it says "School Code: yalelaw2".

Below the software download section, there is a blue header for "Anonymous Numbers" with the text "(Semester Numbers): 995".

Below that is another blue header for "Courses" followed by a table:

Course	Number	Section	Professor
Practice Exam	LAW 90001	01	Admin



What happens on the day
of the exam?



The Night Before



Set an alarm



Pack your laptop, charger, and ID card



Know which classroom you are going to



Day of the Examination



Plan to arrive 10-15 minutes early



Find a seat

Closed book exams: every other seat occupied



Receive Questions from Proctor

Use your Yale ID to tap the
card swiper

An exam proctor will hand you
a hard copy of the exam
questions

Check in for Federal
Jurisdiction (SLB 128)

Mon, Dec 11, 9:00 AM

Card Swipe or Card Tap or NetID

CHECK IN

0 Recorded



Don't Begin Until Proctor Calls Time

- Complete the colored honor slip
- You may read the exam instructions, but do not turn the page to begin the exam until the proctor calls the start of the exam.
- Blue books will be available for scratch paper or to handwrite your exam



Honor Statement

I pledge on my honor that I have not received any information regarding the nature or content of the questions in this examination, that I have completed the examination in accordance with conditions set forth by the instructor, that I will not report, directly or indirectly, any matter concerning those questions to any member of the course who has not taken the examination, that no one has assisted me with the exam, and that I will not share copies of my own exam answers, in any format, at any time, with anyone.

If I am downloading exam questions or materials, I pledge that I will not copy, keep, or share these exam questions with anyone.



Yale Law School

During the Exam

No electronic devices that send or receive information

- Including earphones, ear buds, cell phones, or any other smart device

Ear plugs available in the Registrar's Office and Library

You may leave the room to use the restroom



At the End of an Exam

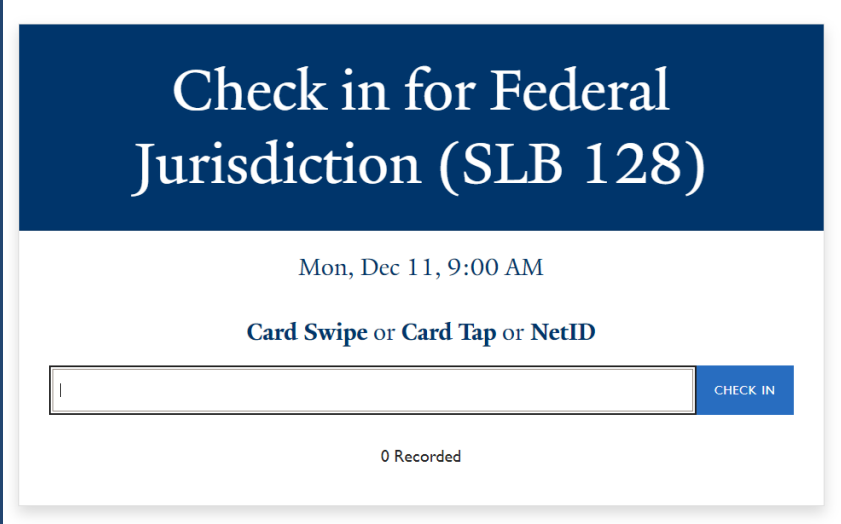
Reminder	A proctor will return to give a 5- or 10-minute reminder
Stop	When the proctor calls time, stop working on your exam
Upload	Upload your exam answers to YLS:Exams • Or submit hard copy answers to proctor
Check In	Return the hard copy questions to the proctor Tap your ID to check in the questions
Exit Quietly	Some students may have extended time Exams in nearby classrooms



Don't Forget

Sign in Exam Questions

- Return the questions
- Return any scrap paper
- Tap ID on the card swiper



Check in for Federal
Jurisdiction (SLB 128)

Mon, Dec 11, 9:00 AM

Card Swipe or Card Tap or NetID

[CHECK IN](#)

0 Recorded



What if

My exam
is late?

Five-minute grace period to upload

- NOT to be used to finish typing the last sentence

I'm done
early?

Return the exam questions and check in at the Registrar's Office, SLB 102

Something
Happens

Contact YLS Registrar's Office

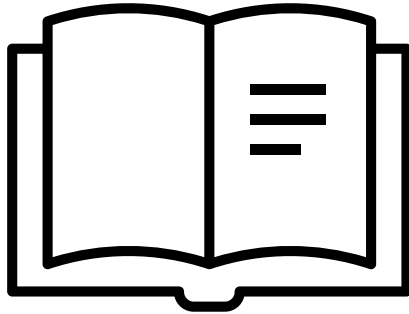
- (203) 432-1678
- registrar.law@yale.edu



Open, Closed, or Modified: What Materials are Allowed



Open Book Exams



You may....

- consult your notes, materials assigned in class, textbook, etc.
- leave the classroom, however:
 - You must remain in the classroom until the proctor begins the exam.
 - You must return the exam questions and check in with the proctor in the classroom at the conclusion of the exam.

You may **NOT**....

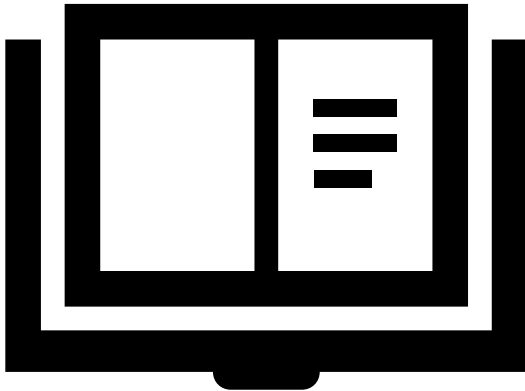
- cut and paste previously prepared material.
- use FIND or SEARCH (cmd + F) to search your notes.



Modified Open/Modified Closed Book Exams

Consult the exam notes in YLS:Exams

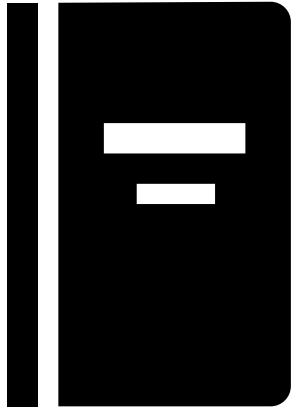
Example:



- You may consult the textbook and any materials on the course Canvas website and any materials that you prepared or helped prepare, including class notes. You may use the “control F” function on your computer with respect to these materials.
- **You may not use other books or sources or the Internet.** I actually do not think these other sources would be helpful to you and that you would be wasting your time, and hence set forth this rule for the benefit of all.



Closed Book Exams



- You must stay in the assigned room to complete the exam. At the end of the posted time, proctors from the Registrar's Office will collect the questions, your scratch material, and your blue books. If you complete your examination by computer, you may upload your answers to YLS Exams.
- Some closed book exams may require exam software. The Registrar's Office will contact students required to use exam software with more information about using Electronic Blue Book (EBB).



Accommodations

Register with SAS

- <https://sas.yale.edu/graduate-and-professional-students/yale-law-school>

Accommodations are confidential

- Registrar's Office coordinates
- Faculty are not involved



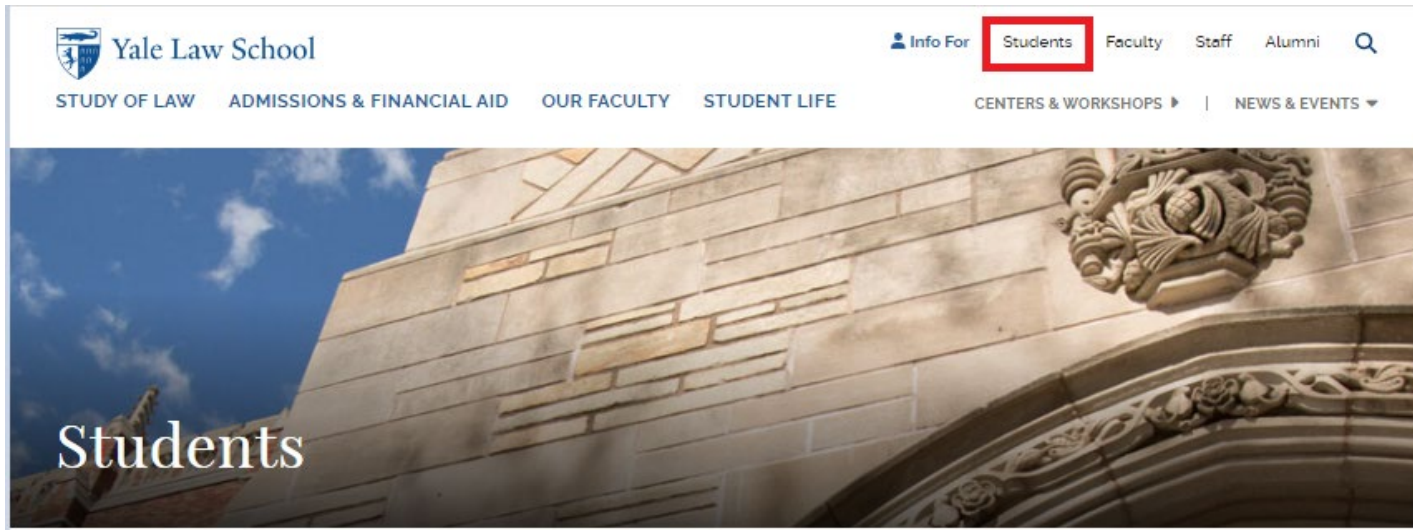
YLS:EXAMS

<https://exams.law.yale.edu>



Yale Law School

Accessing YLS:Exams



URL: <https://exams.law.yale.edu>



If you get an error try: <https://exams.law.yale.edu/EBBLogon.aspx?ReturnUrl=%2f>



Login via CAS

Central Authentication Service

Manage NetID Account Help Sign Out

Make sure your session is secure

Before entering your NetID and password, verify that the URL for this page begins with:

<https://secure.its.yale.edu>

To protect your privacy, quit your web browser when you are finished with your session

Sign In

NetID

Password

Forgot My Password

LOGIN

Yale Copyright © 2020 Yale University. All Rights Reserved. Accessibility





Electronic Bluebook Student Portal Main Page

General information about exams at YLS can be found on the Registrar's Office web site. Do not contact faculty about exams. Exams uploaded within the five-minute grace period will not be marked late.

By using YLS ExamWeb, you agree to the following statement:

I pledge on my honor that I have not received any information regarding the nature or content of the questions in this examination, that I have completed the examination in accordance with conditions set forth by the instructor, that I will not report, directly or indirectly, any matter concerning those questions to any member of the course who has not taken the examination, that no one has assisted me with the exam, and that I will not share copies of my own exam answers, in any format, at any time, with anyone. If I am downloading exam questions or materials, I pledge that I will not copy, keep, or share these exam questions with anyone.

[Exam answer template](#) (Word document)

Scroll down to access the Exam answer Template



You do not need to download software unless you receive an email from the Registrar's Office instructing you to do so.

In Class Software Download
PC Electronic Bluebook
Mac Electronic Bluebook
School Code: yalelaw

Take Home Exams

- [LAW TEST.99 - Self-Scheduled ExamWeb](#) Notes Available
Release: 10/20/2020 10:00 AM EST
Due:10/20/2020 02:44 PM EST
- [LAW 001.A - Test View of Extended Time](#)
Release: 11/26/2020 12:01 AM EST
Due:11/26/2020 11:59 PM EST

Anonymous Numbers

Test Course (LAW TEST.99-Final): 9999
Sample Exam (LAW 001.A-Final): 9999

Courses

Course	Number	Section	Professor
Professional Responsibility	LAW 20300	01	NeJaime
Sample Exam	LAW 001	A	Faculty
Test Course	LAW TEST	99	Administrator



Student Exam Page

Test Course LAW 90001.01 Administrator

Exam: F22 Test Exam

Exam Available: 11/15/2022 08:30 AM EST

Exam Due Date: 12/05/2022 05:00 PM EST

Time From Checkout: 2 hours and 0 minutes

When an exam file is downloaded the due date will adjust to reflect your due date.

Exam Files	Description
Download	Exam File

2. Any notes from the professor will appear here.

Exam Notes

No notes

Instructions

1. Honor state information r examination, set forth by matter concern not taken the that I will n anyone except
2. During any ex are incapacit registrar.law Friday 8:30 a

1. Click the download button to start your exam.

Only one file will be submitted; however, you can continue to submit until your due date. Only your final submission will be considered.

Choose file to upload

Browse

Submit Exam

4. Click Submit Exam to upload your exam answers.

3. Click the browse button and navigate to your saved exam answers.

View	Submitted Files	Upload Time
------	-----------------	-------------



Exam: F22 Test Exam

Exam Available: 11/15/2022 08:30 AM EST

Your Due Date: 12/01/2022 01:33 PM EST

Time From Checkout: 2 hours and 0 minutes

File checked out: 12/01/2022 11:33 AM EST

Once you download the exam, your due date and the date/time you downloaded the questions will appear here.

Exam Files

Description

Download

Exam File

You do not need to remain logged into YLS ExamWeb during the exam.

You must log in to download the exam questions (if available) and to upload your answers.



Upload Exam File

- Click the **Browse** button
- Select your exam answer document
 - Double check you are selecting the correct file!
- Click **Submit Exam** button

Only one file will be submitted; however, you can continue to submit until your due date. Only your final submission will be considered.

Fine print:

- C:\fakepath will appear + your file name
- The file name is not visible to faculty



What if: I upload the wrong file?

- You may replace the file **before** the end of your allotted time.



- You may **not** replace the file after uploading after the end of the allotted time.
 - The five-minute grace period is *after* the end of your allotted time.



View	Submitted Files	Upload Time
View	20221201_114019-exam_answers_template.docx	12/01/2022 11:40 AM

To view the document you uploaded, click View.

Exams

LAW 001.A - Self-Scheduled Web

Release: 10/19/2018 08:30 AM EST

Due:11/14/2018 05:00 PM EST Or 24:00 hours from checkout, whichever comes first.

LAW 80000.01 - Scheduled - Answers Only (Room 127)

Release: 10/19/2018 11:00 AM EST

Due:10/19/2018 03:00 PM EST

View the file uploaded



Final Reminders



Do not approach professors about exam logistics!

Exams are administered by Registrar's Office



Save an unopened copy of your exam answers file to your hard drive and **DO NOT MODIFY** until after your grades are posted.



If you have technical issues during an exam

Contact YLS Registrar's Office

(203) 432-1678

registrar.law@yale.edu



For More Information

[YLS Exam Handbook](#)

Exam Period Technology Advice email

Questions?

- Email registrar.law@yale.edu



Quick Links

<https://law.yale.edu/students>



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[Students](#)

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[OUR FACULTY](#)

[CENTERS & WORKSHOPS](#)

[STUDENT LIFE](#)

[ADMISSIONS](#)

[YLS TODAY](#)



Registrar

203-432-1678 | registrar.law@yale.edu

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I want to

[Order a transcript](#)

[View My Degree Audit](#)

[View the YLS Bulletin](#)

[Order an enrollment verification](#)

[Find Registrar's Office forms](#)



Yale Law School

Yale Hub

Use Yale Hub for:

- anonymous exam ID
- checking grades
- term data update
- online add/drop
- viewing your degree audit
- paying your bill

Yale Hub

My Directory

Search the Hub

^ **Academics**

Course Schedule by Term

Degree Audit

Responsible Conduct and Research

Anonymous Exam ID

Unofficial Transcript - Professional: Law (JD)

^ **Course Enrollment**

Law School Open Add/Drop Period

^ **Personal Data**

My Addresses

Email and Phone Numbers

Yale Hub

My Directory

Search the Hub

^ **Academics**

^ **Course Enrollment**

^ **Personal Data**

My Addresses

Email and Phone Numbers

Update Emergency Contacts

Directory Listing

Term Data Update

My Preferred Name

My Gender

University IDs

NameCoach

.. **Student Account**



Degree Audit

<https://degreeaudit.yale.edu/>

Juris Doctor INCOMPLETE

Credits required: 83 Credits applied: 16 Catalog: Fall 2023

83 Total Units **Still needed:** You currently have 16 units applied to the total units requirement, including completed and in-progress units.

Course Requirements **Still needed:** See [Course Requirements for Juris Doctor](#) section

Course Requirements for Juris Doctor INCOMPLETE

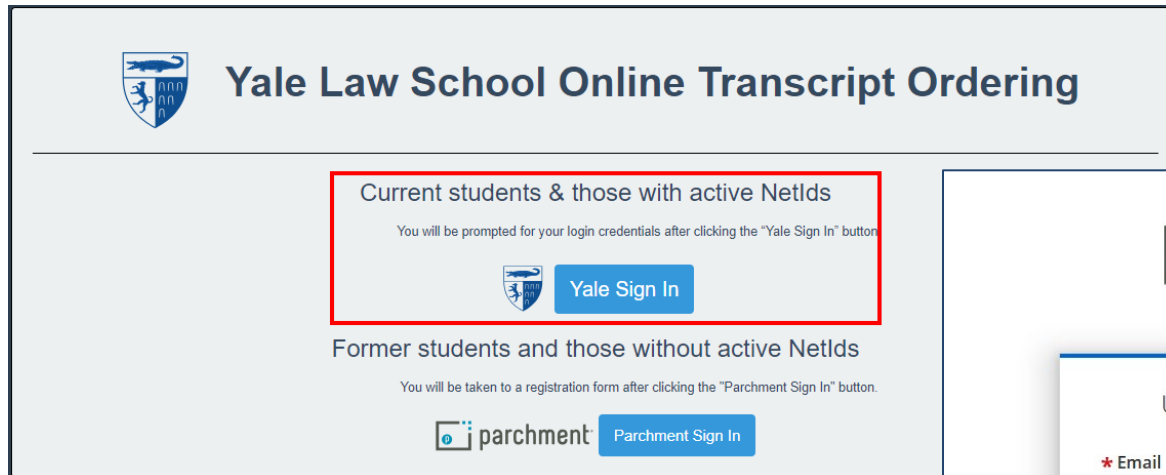
Catalog: Fall 2023

	Course	Title	Grade	Credits	Term	Repeated
<input checked="" type="radio"/> First Term Course Requirements						
<input checked="" type="radio"/> Constitutional Law	LAW 10001	Constitutional Law I: Group 4	IP	(4)	Fall 2023	
<input checked="" type="radio"/> Contracts	LAW 11001	Contracts I: Section A	IP	(4)	Fall 2023	
<input checked="" type="radio"/> Procedure	LAW 12001	Procedure I: Section B	IP	(4)	Fall 2023	
<input checked="" type="radio"/> Criminal Law and Administration	LAW 14001	Criminal Law & Admin I: Sect A	IP	(4)	Fall 2023	
<input type="radio"/> Torts and Regulation	Still needed:	A basic course in Torts and Regulation				
<input type="radio"/> Professional Responsibility	Still needed:	A course of at least 2 units substantially devoted to issues of legal ethics or professional responsibility				
<input type="radio"/> Substantial Paper	Still needed:	A Substantial Paper for 2 units of credit				
<input type="radio"/> Supervised Analytical Writing	Still needed:	A Supervised Analytical Writing paper for 3 units of credit certified with a grade of Pass or higher				




Ordering Transcripts


<http://transcript.law.yale.edu>



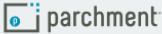
The image shows the top portion of the Yale Law School Online Transcript Ordering website. It features the Yale crest logo on the left and the title "Yale Law School Online Transcript Ordering" in a dark blue font. Below the title, there are two sections. The first section, titled "Current students & those with active NetIds", is enclosed in a red rectangular border. It contains the text "You will be prompted for your login credentials after clicking the 'Yale Sign In' button" and a blue button labeled "Yale Sign In" with the Yale crest logo. The second section, titled "Former students and those without active NetIds", contains the text "You will be taken to a registration form after clicking the 'Parchment Sign In' button." and a blue button labeled "Parchment Sign In" with the Parchment logo.

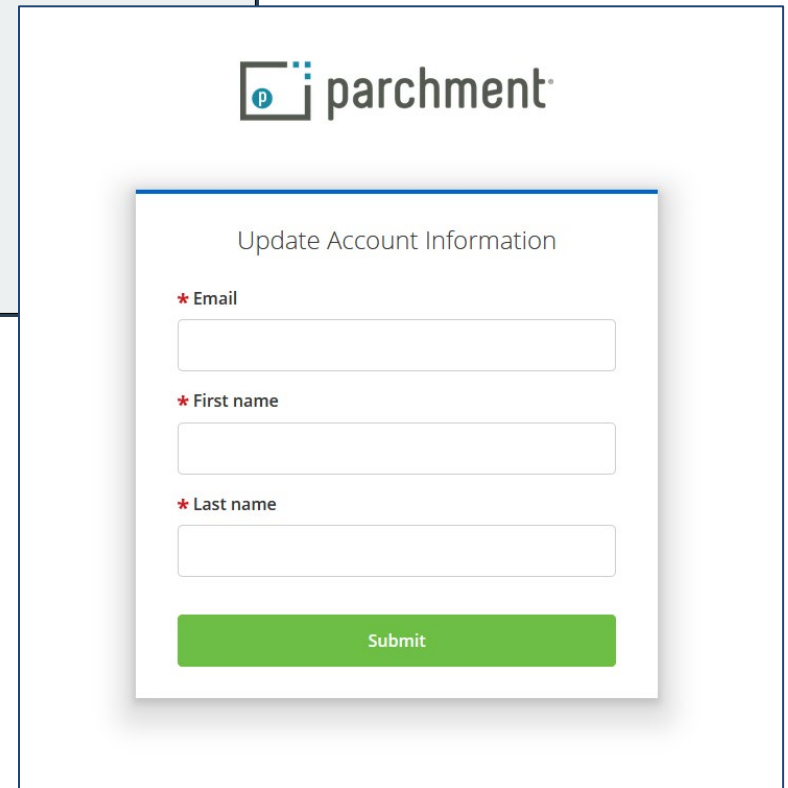
 **Yale Law School Online Transcript Ordering**

Current students & those with active NetIds
You will be prompted for your login credentials after clicking the "Yale Sign In" button.


 **Yale Sign In**

Former students and those without active NetIds
You will be taken to a registration form after clicking the "Parchment Sign In" button.

 **Parchment Sign In**



The image shows a screenshot of the Parchment website's "Update Account Information" form. At the top, the Parchment logo is displayed. The form title is "Update Account Information". It contains three required input fields, each marked with a red asterisk: "Email", "First name", and "Last name". Below these fields is a green "Submit" button.

 **parchment**

Update Account Information

* Email

* First name

* Last name

Submit



Questions?

REGISTRAR.LAW@YALE.EDU



Yale Law School