Final Examinations at YLS
Fall 2021
Registrar’s Office Staff

Judith Calvert
Assistant Dean and Registrar

Heather Abbott
Deputy Registrar

Katie Cox
Associate Registrar

Kimberley Horton
Senior Administrative Assistant
Exam Types

• Scheduled
• Scheduled One-Day
• Self-scheduled

Note: You do NOT need to download software unless you receive an email from the Registrar’s Office instructing you to do so.
Exam Types: Answers Only

- Questions are not available online
  - Scheduled 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.
  - Self-Scheduled 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 Types: Exam Web

• Questions available online
  – Scheduled Web
    • You must take this exam on the scheduled date, at the scheduled time, either in the assigned room or through YLS:Exams.
  – Scheduled One-Day
    • Exam questions will be available for downloading 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 first.
  – Self-Scheduled
    • 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.
Exam Web vs. Answers Only

Questions are not available online

• Scheduled 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.

• Self-Scheduled 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 Web

• Questions available online

• Scheduled Web
  – You must take this exam on the scheduled date, at the scheduled time, either in the assigned room or through YLS:Exams.

• Self-Scheduled
  – 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.
Exam Types: Summary

• Scheduled / Self-Scheduled
  – *When* you take the exam

• Web / Answers Only
  – *Where* you take the exam

• Hard copy questions available
Scheduled Exams

• Scheduled 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.

• Scheduled Web
  – You must take this exam on the scheduled date, at the scheduled time, either in the assigned room or through YLS ExamWeb.
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.
Scheduled Exams: One-Day

• 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 (Schleicher)
  – Available at 12:01am December 14

• Due at the end of the allotted time, or 11:59pm, whichever comes first.
  – Start exam at 7:00pm
  – Exam due by 10:15pm
Self-Scheduled Exams

- You may take this exam at any time during the examination period.
- Exam answers must be uploaded by 5:00 p.m. ET on Tuesday, December 21.
Example: Self-Scheduled Exam

- Constitutional Law (Balkin)
  - Start exam 5:00pm ET Thursday, December 16
  - Exam answers due at 5:00pm ET Friday, December 17
# YLS: Courses Exam Schedule

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor</th>
<th>Exam Date</th>
<th>Exam Time</th>
<th>Schedule</th>
<th>Room</th>
<th>ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>10001</td>
<td>Constitutional Law I</td>
<td>Driver</td>
<td>12/10/2021</td>
<td>12/21/2021</td>
<td>Self-Scheduled</td>
<td>8</td>
<td>ID</td>
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<tr>
<td>10001</td>
<td>Constitutional Law I</td>
<td>Siegel</td>
<td>12/17/2021</td>
<td>12/17/2021</td>
<td>09:00 AM Scheduled</td>
<td>4</td>
<td>ID</td>
</tr>
<tr>
<td>11001</td>
<td>Contracts I</td>
<td>Brilmayer</td>
<td>12/13/2021</td>
<td>12/13/2021</td>
<td>09:00 AM Scheduled</td>
<td>3</td>
<td>ID</td>
</tr>
<tr>
<td>11001</td>
<td>Contracts I</td>
<td>Listokin</td>
<td>12/13/2021</td>
<td>12/13/2021</td>
<td>09:00 AM Scheduled</td>
<td>3</td>
<td>ID</td>
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<tr>
<td>11001</td>
<td>Contracts I</td>
<td>Markovits</td>
<td>12/10/2021</td>
<td>12/21/2021</td>
<td>Self-Scheduled</td>
<td>24</td>
<td>ID</td>
</tr>
</tbody>
</table>
Exam Details: Expanded Course Description on YLS:Courses

Location: SLB - 120 (Tue)
SLB - 120 (Thu)

Grade mode: credit/fail
CRN: 14229

Exam: 12/13/2021 at 9:00 AM
Questions are not available online
Name or Id: ID
Length: 4 hour(s)

Notes: 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.
Identification

• Exam ID
  – Anonymous four-digit number
  – Different each semester
  – Will be emailed to you
  – Available in ExamWeb
  – Available in SIS under Academics

• Name
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.
Open Book Exams

• You may consult your notes, materials assigned in class, textbook, etc.

• You may not cut and paste previously prepared material.

• You may not use ctrl+f (find/search) to search your notes.
Modified Open 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.)
WHAT HAPPENS ON THE DAY OF THE EXAM?
The Night Before

• Set an alarm
• Pack your laptop
• Know which classroom you are going to
Exam Day

• Plan to arrive 10-15 minutes early
• Find a seat
  – Closed book exams: every other seat occupied
Exam Day

- Initial the proctor sheet and receive a hard copy of the exam questions.
Exam Day

• Blue books will be available for scratch paper or to handwrite your exam

• 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.

• Complete the colored honor slip
Term: Fall 2016

I pledge on my honor that I have not received any unauthorized 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 the examination questions to any member of the course who has not taken the examination, that no one has assisted me with the examination, and that I will not share copies of my own examination answers in any format with anyone except as authorized by the course instructor.

Title of Course: ____________________________

Exam ID: _____

Time Commenced: __________________________

Print Name: ______________________________

Time Completed: __________________________

Student Signature: _________________________
During the Exam

- Students may not use earphones, mobile telephones, or any other electronic devices that have text messaging capabilities.
- Ear plugs are available in the Registrar’s Office and the library
- You may leave the room to use the restroom
Open Book Exams

• You may leave the classroom however:
  – You may not leave the classroom until the proctor begins the exam
  – You must return the exam questions to the proctor in the classroom at the conclusion of the exam
During the Exam

• A proctor will return to give a 5 or 10 reminder
• When the proctor calls time, stop working on your exam
• Upload your exam answers to ExamWeb
  – Or submit hard copy answers to proctor
• Five-minute grace period to upload
At the end of the exam

• Return the questions, any scrap paper and initial the proctor sheet
The Fine Print

• Administered by Registrar’s Office – do not approach professors

• Save an unopened copy of your exam answers to your hard drive and keep it unopened until after your grades are posted.

• If you have computer problems during an exam
  – Contact YLS Registrar’s Office at (203) 432-1678 or registrar.law@yale.edu
The Fine Print, Continued

• You may handwrite your exam in blue books

• Rooms
  – You may **not** reserve a classroom exclusively for your own use during exams.
  – Signs will be posted on all rooms that have been reserved for exams, the Registrar’s Office, or other purposes.

• Contact Student Accessibility Services for accommodations

• Contact the YLS Registrar’s Office for emergent medical/family emergencies.
  – Appropriate documentation
For More Information

• **YLS Exam Handbook**
• Exam Period Technology Advice email
  – MFA (Duo) required for YLS Exam
• Questions?
  – Email registrar.law@yale.edu
YLS:EXAMS

https://exams.law.yale.edu
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

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

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

I pledge on my honor that I have not received any unauthorized 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 the examination questions to any member of the course who has not taken the examination, that no one has assisted me with the examination, and that I will not share copies of my own examination answers in any format with anyone except as authorized by the course instructor.

Exam answer template (Word document)

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

Anonymous Numbers

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

Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Number</th>
<th>Section</th>
<th>Professor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional Responsibility</td>
<td>LAW 20300</td>
<td>01</td>
<td>NaJaiye</td>
</tr>
<tr>
<td>Sample Exam</td>
<td>LAW 001</td>
<td>A</td>
<td>Faculty</td>
</tr>
<tr>
<td>Test Course</td>
<td>LAW TEST 99</td>
<td>Administrator</td>
<td></td>
</tr>
</tbody>
</table>
1. Click the download button to start your exam.
2. Write your exam in Word.
3. Click the browse button and navigate to your saved exam answers.
You can submit as many separate files as required. If you wish to replace a file, first remove it from the files list.

Choose file to upload

Submit Exam

View         Submitted Files         Upload Time

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View         Submitted Files         Upload Time

- View
- 9999-20181026_143152-Exam Answers Template.docx 10/26/2018 02:31 PM EST
- X
You do not need to remain logged into YLS ExamWeb during the exam. You must log in to download your exam file (if available) and to upload your answers.
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
ADDITIONAL RESOURCES
Quick Links
https://law.yale.edu/students
Yale Hub

http://yub.yale.edu
SIS: yale.edu/sis

Use SIS for:
- checking grades
- online add/drop
- viewing your degree audit
- paying your bill

SIS has the most accurate enrollment/schedule information
Degree Audit
https://degreeaudit.yale.edu/
Ordering Transcripts

- [http://transcript.law.yale.edu](http://transcript.law.yale.edu)