Casper College Testing Center

[**www.caspercollege.edu/testing**](http://www.caspercollege.edu/testing) **Phone 307 268-3850 E-mail** [**testing@caspercollege.edu**](mailto:testing@caspercollege.edu)

**Located in the Thorson Institute of Business - BU120**

Fall Spring Summer

|  |  |
| --- | --- |
| **TC COURSE INSTRUCTIONS** - Year |  |

|  |  |
| --- | --- |
| ***Instructor*: Name** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Phone:** |  | **Email** |  |

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Course*:** **Title** | |  | | |
| **Number:** |  | **Section(s)** |  |

Campus (f-f) Online (DE)

|  |  |
| --- | --- |
| ***Exam*:**  paper/pencil -How many students? |  |

|  |  |
| --- | --- |
| Moodle -  Internet Explorer  Mozilla Firefox  Either Other/Specify: |  |

Respondus Lockdown Browser will be activated.

**(E) Exam name *(P)* *Password* (L)Length\* (mins) *(A)Available dates*:**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **E:** |  | **P:** |  | **L:** |  | **A:** |  | **-** |  |
| **E:** |  | **P:** |  | **L:** |  | **A:** |  | **-** |  |
| **E:** |  | **P:** |  | **L:** |  | **A:** |  | **-** |  |

**\*\*Please list the length of the *exam appointment*.**

***Instructions*: (Check applicable items)**

Time limit (automatically timed or use time stamp)

|  |  |
| --- | --- |
| Calculator (Type: |  |

|  |  |
| --- | --- |
| Notes Details: |  |

Collect and shred Attach to the complete paper/pencil tests

Scratch paper (Supplied by the Academic Testing Center)

Collect and shred Attach to the complete paper/pencil tests. March 2017 jks