

## INSTRUCTIONS FOR TAKING THE ONLINE FINAL

The online final exam will be available starting at 11:00 a.m. on Friday, May 8, and will remain available until 8:00 a.m. on Saturday, May 9. To accommodate people in different time zones around the world, you can begin at any time during this interval so long as you have at least ninety minutes left before the exam becomes unavailable (i.e., you would need to start no later than 6:30 a.m. on May 9 to leave yourself time to complete the exam.) Once you start the exam, you have ninety minutes to complete it.

In order to take the online final, you will need to sign on to both Zoom and Blackboard. You will be able to ask questions on the exam through Zoom chat.

**As a reminder, this exam is “open book, open notes, open Google” but “closed friend.” You may not communicate with anyone other than the instructor while you take the exam.** You may want to open the research [methods selection chart](http://buad307.com/PDF/Research_Methods.pdf) at [http://buad307.com/PDF/Research\\_Methods.pdf](http://buad307.com/PDF/Research_Methods.pdf) and the [list of factors affecting the suitability of products for online sale](http://buad307.com/PDF/Online_Sales_Suitability.pdf) at [http://buad307.com/PDF/Online\\_Sales\\_Suitability.pdf](http://buad307.com/PDF/Online_Sales_Suitability.pdf) so you will have these handy for reference during the exam.

### Signing onto Zoom.

Please sign on to Zoom as you normally would at <https://uscmarshall.zoom.us/j/2665701961> (**meeting ID 266 570 1961**). Once logged in, please make sure that your camera is turned on. If your camera icon has a red slash through it and the words “Start video” beneath it, click on the camera icon. It should then look like this:

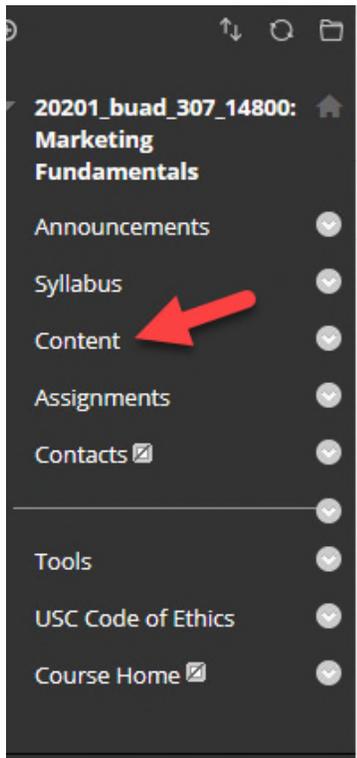


You must keep your camera on for the entire exam.

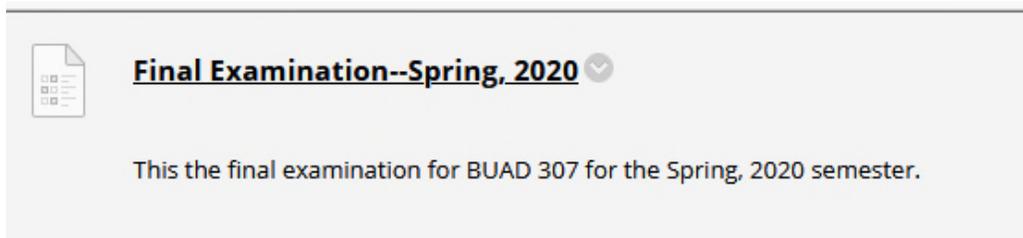
### Signing onto Blackboard to take the exam

Please sign onto Blackboard as normal and select this course. You should use a computer rather than a phone or tablet. **Please be sure to use either Chrome or Firefox since these have been found to be more reliable on Blackboard Tests than Safari or Explorer.** If available, a wired Internet connection is preferable to WiFi.

1. The exam will not be visible until 11:00 a.m. At that time, or later during open interval if you prefer, please click on “Content” on the menu bar on the right side.



2. Click on Final Examination—Spring, 2020:”



**PLEASE NOTE THAT THIS LINK WILL NOT BE VISIBLE BEFORE 11:00 A.M. ON FRIDAY, MAY 8.**

3. All questions will be visible throughout the exam. You can go back at any time and change answers if desired.
4. Please be sure to answer all forty-five multiple choice questions and all three short integrative answer questions.
  - a. You can attempt these questions in any order you choose.
  - b. You may want to check out the short integrative answer questions before you start on the multiple choice questions so ideas can form in the back of your mind while you do the multiple choice questions.
5. When you have finished the exam, or when time runs out, please click “Submit” at the bottom of the exam.

Have fun!