2020 AP TESTING GUIDE

Adapted from:
Collegeboard Materials

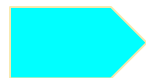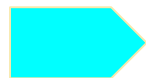| Exam Start Times: Local times vary depending on a student's geographic location.	Hawaii Time: 6:00 a.m. Alaska Time: 8:00 a.m. Pacific Time: 9:00 a.m. Mountain Time: 10:00 a.m. Central Time: 11:00 a.m. **Eastern Time: 12:00 p.m.** Greenwich Mean Time: 4:00 p.m. See more time zones	Hawaii Time: 8:00 a.m. Alaska Time: 10:00 a.m. Pacific Time: 11:00 a.m. Mountain Time: 12:00 p.m. Central Time: 1:00 p.m. **Eastern Time: 2:00 p.m.** Greenwich Mean Time: 6:00 p.m. See more time zones	Hawaii Time: 10:00 a.m. Alaska Time: 12:00 p.m. Pacific Time: 1:00 p.m. Mountain Time: 2:00 p.m. Central Time: 3:00 p.m. **Eastern Time: 4:00 p.m.** Greenwich Mean Time: 8:00 p.m. See more time zones
Mon, May 11	Physics C: Mechanics	Physics C: Electricity and Magnetism	United States Government and Politics
Tues, May 12	Latin	Calculus AB Calculus BC	Human Geography
Wed, May 13	Physics 2: Algebra-Based	English Literature and Composition	European History
Thurs, May 14	Spanish Literature and Culture	Chemistry	Physics 1: Algebra-Based
Fri, May 15	Art History	United States History	Computer Science A
Mon, May 18	Chinese Language and Culture	Biology	Environmental Science
Tues, May 19	Music Theory	Psychology	Japanese Language and Culture Italian Language and Culture
Wed, May 20	German Language and Culture	English Language and Composition	Microeconomics
Thurs, May 21	French Language and Culture	World History: Modern	Macroeconomics
Fri, May 22	Comparative Government and Politics	Statistics	Spanish Language and Culture

Table of Contents

My notes

1. _____

2. _____

3. _____
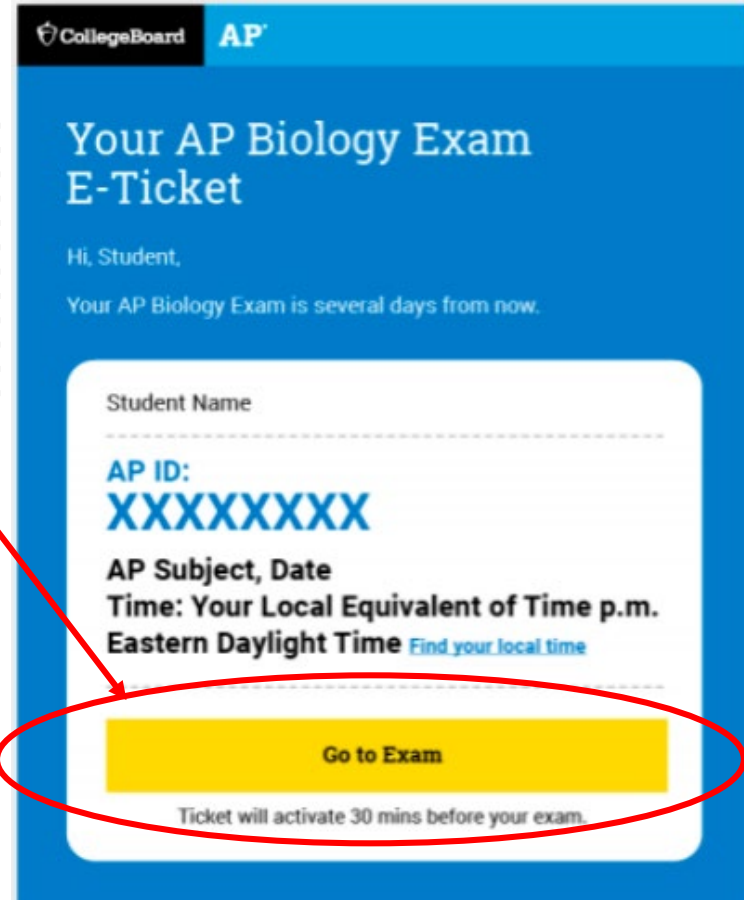
AP EXAM E-TICKET

- You will get it via email *two days before test*

- Also can be accessed at myAP.collegeboard.org

- Can't be shared it will invalidate your test

- If you are taking more than one AP Exam, you will receive a separate email with a new e-ticket

- Each E-Ticket will have a different AP ID number

- Be sure to utilize the correct AP ID number for each exam

YOU WILL CLICK HERE TO LOGIN TO YOUR TEST

CollegeBoard AP

Your AP Biology Exam E-Ticket

Hi, Student,

Your AP Biology Exam is several days from now.

Student Name

AP ID:
XXXXXXX

AP Subject, Date
Time: Your Local Equivalent of Time p.m.
Eastern Daylight Time Find your local time

Go to Exam

Ticket will activate 30 mins before your exam.

WHAT TO EXPECT

LOGIN 30 minutes before test begins
To answer questions and verify it is you taking the test

Have correct E-Ticket with AP ID number available for exam

AP 2020 Exam

AP 2020 Exam

Enter Your AP ID
Please enter your ID to access your exam.
[You can find your AP ID in the email used to access this site.]

56WI5024

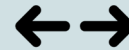Continue

Time Until Exam Starts
00:03:02

You can only use these browsers:

You cannot use:

Once logged in, don't hit back or refresh buttons on browser

WHAT TO EXPECT

TIMER WILL BE DISPLAYED ON PROMPT PAGE
The timer will turn red, which means you have 5:00 minutes to submit your answers.
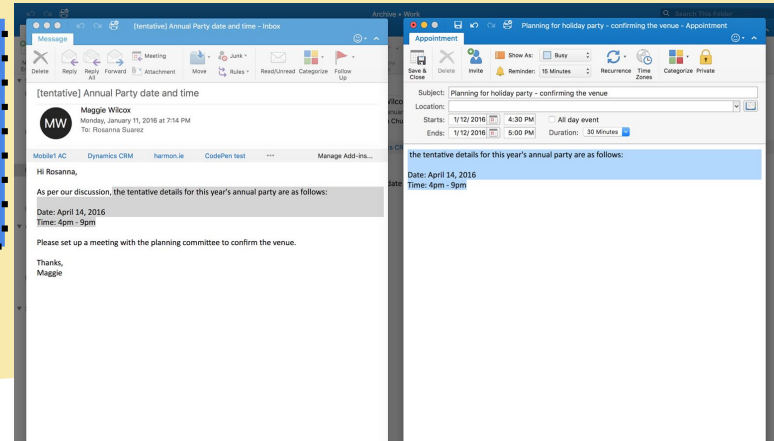
Adjust screen to have a side-by-side view

In order to keep your eye on the timer and the text, make sure you have the prompt open on one screen, and the doc on another.

*if you don't know how to do this, youtube it "How to make screen side by side for (MAC, WINDOWS, CHROMEBOOK)."

NO EXTRA TIME WILL BE GIVEN. MUST SUBMIT BEFORE CLOCK EXPIRES.

Time Left to Submit Work
00:18:02

Time Left to Submit Work
00:04:59

UPLOAD OPTIONS: copy/paste, attach text; attach photos

COPY/ PASTE

Type it up on a separate doc, and then copy and paste into submit box.

Attach a text

You can type it up, and save as a .doc, .docx, .pdf, or .txt, then attach it to the assignment and submit.

Attach photo(s)

You can handwrite response and attach up to 5 photos. One *page per picture, vertical orientation, png, jpg, jpeg. Don't submit until all pictures are attached. This option may take longer as you must upload pictures to your testing device.*
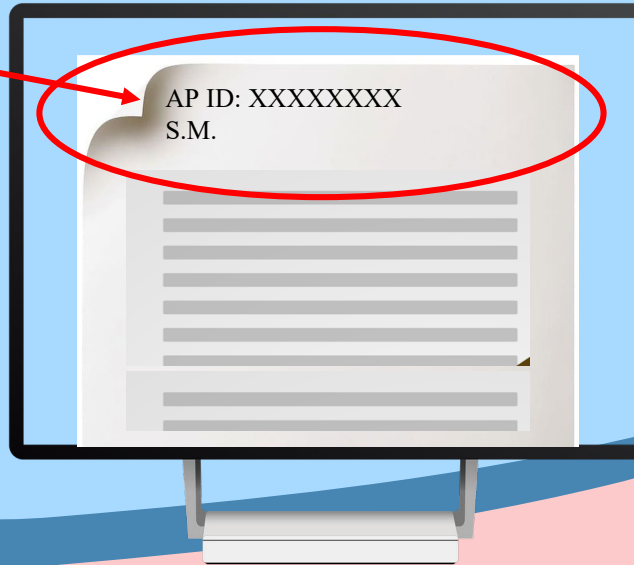
ONCE YOU UPLOAD, YOU HAVE TO PUSH SUBMIT before the END OF THE TIMER!!

Make sure you wait for the CONFIRMATION OF SUBMISSION.

At the TOP of your TYPED submission, you **must include:**

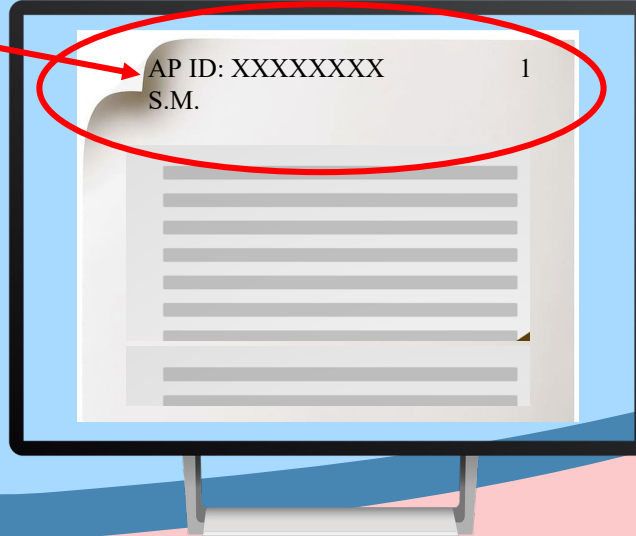- your AP ID (found on your e-ticket)
- your INITIALS

MAKE SURE YOU ARE USING CORRECT E-TICKET FOR AP ID NUMBER.

AP ID: XXXXXXXX
S.M.

At the TOP of your HANDWRITTEN submission, you must include:

*your AP ID (found on your e-ticket)
*your INITIALS
*page numbers

MAKE SURE YOU ARE USING CORRECT E-TICKET FOR AP ID NUMBER.

AP ID: XXXXXXXX   1
S.M.

TESTING ENVIRONMENT

FIND a QUIET SPACE to TEST

Make sure you notify your family you will be testing and ask for noises to be kept down.

If multiple siblings are testing, they must be in separate rooms.

REMOVE DISTRACTIONS

Turn phone on Do Not Disturb!

Have water bottle to hydrate, so you don't have to get up in middle of test.

AVOID DISRUPTIONS

Plug in your device to avoid low battery or shut off!

Ask everyone in household to avoid video games/ streaming TV or music to preserve bandwidth.

DOs/ DON'Ts

No online annotations!

You can print out the passage to annotate by hand if you have a printer.

You can use grammar and spell check.

STEPS TO TAKE BEFORE EXAM DAY

CHECK YOUR CONTACT INFORMATION

No emails from CollegeBoard? Check myap.collegeboard.org.
-Click on profile at top right-hand corner
-Go to Account Settings, confirm email address- If you need to change, do it, then click UPDATE.

Step 1

CHECK YOUR TECH/DEVICE

Decide if you are going to use Google Doc or handwrite
- **On your computer, if you have the GRAMMARLY plug-in, the test won't work, so please remove the plug-in.**
- **Here is a link to help if you need to uninstall Grammarly plug in:** https://support.grammarly.com/hc/en-us/articles/115000091591-Uninstall-Grammarly-browser-extension

Step 2

PRACTICE SUBMITTING YOUR RESPONSE

Use the link below to the AP demo that will walk you through the steps to submit-- just to practice.

https://ap2020examdemo.collegeboard.org/?excmpid=mtg638-2-gd&fbclid=IwAR1EIGTQ8g3JE-4bCE9skgsQB--cLPuqkuJQd7ESYmYAl00UkyPVjk66vOc

GATHER WHAT YOU NEED FOR EXAM DAY

- **Exam E-ticket**
- **Exam Day Checklist**
- **Device**
- **Check Internet/Data**

- **Class notes/ Study Guides**
- **Review AP Exam 2020 Youtube Videos**

*must be downloaded to prevent collaboration violations

EXAM SECURITY

CollegeBoard has created sophisticated security measures to minimize cheating-- So, don't even attempt it!

- **Responses will be:**
    - Scanned by plagiarism detection software
    - Shared directly to your teachers

REMEMBER: Plagiarism is utilizing somebody else's ideas, words, research, or other material as your own without giving proper credit to the source.

Students that violate exam security will face consequences, such as:

- Names reported to college admissions offices for attempted cheating
- AP exam scores cancelled

Exam Day

**One-Question Exams
(English and History exams)**

Timing	Online Exam	Word Processing Application or Paper
30 minutes before your local start time	**Check-In** • Use e-ticket to check in to exam • Complete identity information • Wait for exam to begin automatically	
45 minutes	**Question Appears** • Read question	**Develop Response**
5 minutes	**Submit Response** • Exam is completed	

◊ **CollegeBoard**

COLLEGEBOARD RESOURCES

Updates for AP Students Affected by Coronavirus

myAP Classroom login

AP CollegeBoard EXAM TESTING GUIDE

AP Exam Day Checklist

AP EXAMS 2020 Youtube Videos

HOW TO confirm your email