

CSA Exam 2020 Info Page

Jill Westerlund's Notes from 4/28/2020 Trevor Packer Webinar

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DO NOT USE INTERNET EXPLORER -- use Chrome, Edge, FireFox

- Responses cannot be entered into the browser where the questions will be posted; this means that 2 screens would be really helpful; if possible, use a cable to make your Chromebook into a second screen then use "Win+P, extend" to create dual monitors for 2 tabs

Your 8-digit APID Code will be provided on your E-ticket -- you will need this for your exam.

E-Ticket Required

- E-ticket will be sent 2 days prior to the scheduled exam via email
- students will use the YELLOW "Go to Exam" button on the E-ticket to enter the exam
- MUST enter exam 30 minutes early to complete attestations before the timed test window begins; if you do not log in early, the time used in the testing window will be lost to you

Option 1: Copy/paste a typed response

- Will be easier on a desktop or laptop
- Save work as you go
- Use a document
- **type your APID and initials at top of document**
- Copy/paste into AP browser then click submit
- Set up for side-by-side use of multiple windows with questions on one window, your responses on other window
- This worked well and is fast:
 - code in JGRASP (turn off line #s)
 - paste into Word
 - paste into cb.org/apdemo -- formatting remained :)
 - this was fast and did not require any uploading attaching etc.
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 - code in JDOODLE
 - paste into Google Doc
 - paste into cb.org/apdemo -- formatting remained :)

Option 2: Attaching a typed document

- laptop or desktop
- type response in docs or Word
- Save the document in PDF, DOC, TXT, ODT
- Attach the saved file, click submit
- Submit each question separately -- 2 documents; one per question submitted at end of each question

Option 3: Handwriting option

- smartphone or tablet
- 8.5 x 11 size paper
- write responses on the paper
- write APID, initials, page number on top of each page
- when 5 min remain, take one photo per page of the response
- DO NOT CLICK SUBMIT until ALL PAGES have been uploaded; upload all pages then submit
- scrolling up and down in a test question can cause frustration

Submitting Responses

- Once you click "SUBMIT" you can continue to the next question and the upload will continue in the background; you will not need to wait for the upload to begin question 2
- Use time limits given in order to be able to submit responses

Exam Demo

- An Exam Demo (which opens on May 4th -- but already live and works -- *try it!*) will allow you to practice each type of the above to determine which works best for you
- LINK: cb.org/apdemo
- any issues you note on the demo will be issues with the exam
- the demo is generic (not course specific); will give you experience with the procedures to upload and submit
- can practice multiple times in multi ways

Issues/Problems/Disruptions

- If something goes wrong, you may be able to use the make-up test day.
- You can click the e-ticket to return to the exam or go to cb.org/requestmakeup
- Students will receive approval week of May 25th if request is approved
- Students who do not use the May e-ticket, will be automatically be issued a June make-up e-ticket

5 Steps to Help You Best Prepare:

1. Review your contact information -- make sure you are receiving emails or login to myap to check your email address
2. Check your tech -- you will NOT need a lock-down browser; you need to remove the Grammarly plugin as it will conflict with the exam; there will be no images, graphs, diagrams need for any questions; use a desktop or laptop if available; if typing answers, decided ahead which application to use for creating the responses; decide ahead whether to copy/paste or save/upload option; note formats for submitting uploaded files;
3. Practice submitting responses -- use the Exam Demo on May 4th or after
4. Gather documents needed for your exam -- CSA Java Quick Reference; Exam Day Checklist; answer sheets, Word/Docs; notes, textbook(s), reference materials;
5. Watch for your E-ticket -- watch for your exam confirmation on May 4th; save the email with your E-ticket; 2 days prior to the exam you will receive another email with your exam E-ticket; or look in myap account to get your E-ticket

Testing Tips:

- ask family members to limit bandwidth use while you are testing
- put your phone on Do Not Disturb while you are testing
- DO NOT refresh your browser OR press "BACK" on browser during the exam or between the pre-test attestation and exam start
- you may not move to question 2 until the time for question 1 has elapsed
- a timer will be visible at the bottom of the screen to assist you with managing your work and submission times
- a pop-up will alert you when you must stop working in order to submit before time runs out
- not submitting within the time limit will cause you no ability to upload your response
- responses must be submitted in order to be scored -- you must click "SUBMIT" before the time runs out
- do not worry about upload time when in the background
- do not close your browser at the end of the exam until you receive your confirmation of submissions; if an issue occurs, go to cb.org
- if you have a disruption and can quickly use E-ticket to get back in, continue working to use the time remaining

30-minutes Prior to Exam:

- attestation questions about you, your device
- when the exam time arrives, the exam will automatically become visible in the same browser window; DO NOT REFRESH

Videos to help you:

[Explainer Videos](#): New videos are available to give students quick, easily accessible information about their test day experience, what they need to do to prepare, exam security, and more. Explore the [playlist](#).