AP EXAMS 2020 INFORMATION: STUDENT OVERVIEW (CTRL Rht CLICK ON ALL BLUE LINKS)

Prior to AP Exam Day

Prior to the exam, the best way to prepare is to REVIEW the AP EXAM CHECKLIST

1 **CONFIRM YOUR EMAIL & WRITE DOWN YOUR AP ID**. You must have your AP ID to begin your AP exam on exam day and College Board must have your email to send your E-Ticket to take the exam. Your AP ID was sent too you in an email from College Board. If you can't find your AP ID, sign in to MyAP to confirm your email and retrieve your ID. If you don't know your MyAP login then click here and follow the steps to confirm your contact information and email.

2 **DOWNLOAD CHROME and/or MAKE SURE YOU HAVE THE MOST UP-TO-DATE VERSION**. Chrome is the most recommended browser for taking the AP Exams online. Also, students who have had submission/upload issues primarily had out-of-date browsers. Therefore, it is recommended that you download chrome, if you do not currently have it on your computer or that you ensure that your Chrome browser is up-to-date.

3 **CHECK YOUR OPERATING SYSTEM**. Make sure you're running a supported operating system for whichever device you're using. If your device cannot run one of these operating systems (or newer), you will not be able to use it to test.

- Computers
  - Chromebooks: Chrome OS
  - PCs: Windows 10, Windows 7
  - Macs: Macintosh OS 15, Macintosh OS 14, Macintosh OS 13
- Smartphones
  - iPhone®: iOS 13, iOS 12
  - Android™: Android 10, Android 9, Android 8
- iPads®: Tablet iOS 13, Tablet iOS 12

4 **ENGAGE IN THE EXAM SIMULATION RESOURCES**. College Board has created two helpful resources to make sure you know what to expect on exam day.

1) **VIDEO TOUR** - a video walkthrough of the 2020 AP Exam experience. We'll show you which devices you can use to take the exam, how you'll sign in on exam day, the different ways to submit your responses, and more.

2) **DEMO** – an interactive demo of the online exam so you know exactly what to expect on exam day. Although some of the information you are asked for here is different, your exam day experience will be very close. (This demo replicates a two-question exam, though some of this year's AP Exams have only one.)

5 **READ THROUGH _ALL_ OF THE SUBMISSION GUIDELINES**. For each exam question, you can choose one of the three following options to submit your work. Select a method prior to the exam and read all of the guidelines linked below.

Attach a Text File: To submit using this method, type your response in another application (for example, Microsoft Word), save it in an accepted file format, and attach the file and click Submit.

Copy & Paste: To submit using this method, type your response in another application (for example, Microsoft Word), then copy and paste it in the field indicated and click Submit

Attach Photos: To submit using this method, take a photograph of responses you write by hand, save it in an acceptable file format, then attach it and click Submit.

Read through and print (if possible) the additional tips found here for troubleshooting submissions during the day of the exam.

Day of the Exam Reminders:

1   **HAVE YOUR E-TICKET AND AP ID IN FRONT OF YOU**. Your e-ticket will be sent two days prior to the exam. Your e-ticket will have your AP ID on it. Make sure you have both of these numbers in front of you on the day of the exam since you will need it to access the exam.

2   **HAVE YOUR SUBMISSION TEMPLATE READY.** For whatever method of submission you have selected, have your template (Word doc, Google doc, piece of paper) ready with **your AP ID and initials written at the top of the page**.

3   **CHECK YOUR BROWSER AND DEVICE**: Practice on the device and browser you'll be using on exam day. Use can use the demo again the day of the exam on any/all devices you think you'll take the exam on, so you can identify and resolve any technical problems with your device(s) and browser before exam day.

4   **CHECK IN 30 MINUTES PRIOR TO START**: Use your E-Ticket to check-in 30 minutes prior to the exam to ensure you are logged on to the system and have no technical difficulties.

5   **REVIEW SUBMISSION GUIDELINES AGAIN**: Review the information in step five on page 1. Make sure you are aware of all of the guidelines for submitting your selected submission option and the troubleshooting tips.

Do not hit "refresh" or "back" while your exam is in progress unless you get a specific message telling you to do so.

If you accidentally close the browser, your device crashes, or you temporarily lose internet access, click your exam e-ticket to return to the exam. You'll enter your AP ID again and return to the screen you were on.

If for some reason you are still unable to submit…**REQUEST A MAKE-UP EXAM**.