CS3230: Logistical Information about Midterm

February 16, 2022

Please go through the entire document carefully.

Essentials

1. The midterm will be held on **March 3** during lecture slot over Zoom.[1] You are required to arrive by **2:00pm** (and encouraged to arrive at least 5–10 minutes before that to prevent last-minute issues), and can leave at **3:50pm**. The exam itself will run from **2.15pm** to **3:35pm**.

2. The midterm will be **open notes**. This means that you can freely use the class lecture notes, the slides, or any other pre-downloaded material from the internet. You can either print them out or have them available in PDF format on your principal device. **You may not access the internet or communicate with others to seek help during the exam; any violation will lead to your exam being nullified.**

3. The exam questions will be based on the material covered in weeks 1 through 6 of the module. This includes any topic discussed during the lectures or tutorials.

4. There is no programming component to the midterm.

Technical Setup

1. Please follow the instructions at this link. (also available on LumiNUS at `Midterm/Logistics` as a PDF file). The only exception is that we will **not** be using Microsoft Teams.

2. Please log into your assigned Zoom session no later than **2:00pm**, **on both devices**. You will receive an invitation to your assigned Zoom session before the midterm. Please be prepared to show your ID if requested.

3. You can keep the camera of the primary device (usually, your laptop) off until **3:35pm**.

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[1]If you signed up to take an F2F exam, the instructions about Zoom do not apply. However, you still need to download the exam from LumiNUS and upload your solutions there.

4. The secondary device (usually, your mobile phone) should be at your side so that proctors can have a clear view of your face, hands, the exam device, and surrounding workspace. Remember to plug in the device to power, to turn up the speaker volume, and to mute notification from other apps.

5. Between **3:35pm** and **3:50pm**, when you will be using your phone camera to scan your solutions, you must turn your **front-facing camera (usually laptop camera)** on and be in clear view throughout. The laptop camera is not required to be on before this period.

6. Mute yourself throughout. You can use the Zoom chat feature to communicate with your proctors. You are not allowed to communicate with other students.

7. Extended screens/external monitors, tablets, and headphones/earphones are not permitted. You may use devices (e.g., calculators) that are not connected to the internet, as long as they are within clear view of the secondary proctoring device.

8. Please ensure that both your phone camera and front-facing camera (usually laptop camera) are in good working condition.

9. Please ensure that you can always see the Zoom chat as the proctors may send you important information during the examination.

Mode

1. The exam will be available at **2:15pm** as `midterm.pdf` in the folder `Midterm` on LumiNUS.

2. Please write your solutions by hand on paper. You will have 80 minutes (**2:15pm** to **3:35pm**) to solve the questions on the midterm.

3. You will have **15** minutes (**3:35pm** to **3:50pm**) to upload the scan of your hand-written solutions to LumiNUS at `Midterm/Submissions`. CIT recommends using the "Microsoft Office Lens" app for this task. Please download the free app on your phone beforehand.

4. You need to generate a **separate PDF file** for each of the four questions on the assessment. The four files must be named as `Axxxxxxxy_Q1.pdf`, `Axxxxxxxy_Q2.pdf`, `Axxxxxxxy_Q3.pdf` and `Axxxxxxxy_Q4.pdf` where `Axxxxxxxy` is your student number.

5. Submit a file even if you do not attempt a particular question. It is **your own responsibility** to ensure that the PDFs correctly contain your solutions.

6. You cannot leave the Zoom meeting until **3:50pm**. You must submit your solutions before 3:50pm. No writing is permitted after 3:35pm.