

GLOA 101 Final Exam Instruction

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You've made it almost all the way! It's been an intense summer semester and now you will soon take the final exam. Before going over the details, here's one tip for getting a good grade for the final exam: directly answer the question. No, seriously. Answer the question. Many people just list all the things they learned on the subject, instead of responding to what the question asks. The question will not be tricky at all. It will be very straightforward. So *answer* it instead of beating around the bush.

Another thing to make sure of is you base your answer on the course materials—the lecture videos (which will remain online all along), our textbook, and other readings that appear in the syllabus (optional). Consulting non-course materials, no matter how eloquent or compelling the point made is, wouldn't add to your grade.

It is also absolutely imperative for you to check all the grades that are made available so far. Check if there's anything odd (e.g., typos).

Last but not least, do the course evaluation. It wouldn't take longer than 30 seconds. Do it **no later than 6/19**.

Nitty-gritties

- **Essay:** The final exam is, of course, online. Each question, long or short, is an essay. You will be given three questions and answer all of them. Since it is an essay, it has to have a proper basic formatting:
 1. It consists of paragraphs and there are no bullet points, pictures, or charts.
 2. Page numbers are properly provided.
 3. It is submitted as a single .docx file containing all answers. No exceptions here. No .page files.
- **Length:** One essay answer will be no longer than 1200 words. And there are two questions, each of which will not be longer than 750. There is no minimum. But in my experience, it would be really hard to answer the questions properly with less than 900 words for the 'long' question and 600 words for the 'short' questions. Citations count towards the word limit while references in the end do not.
- **Citation/plagiarism:** This is an exam, your answer will be based on the things we discussed (e.g., the lecture videos and the readings). Proper citations and references are still required nonetheless. Follow one of the standard styles (e.g., APA). And make sure to stay

absolutely clear of any computer programs including generative AIs. At **no** stage of producing your answer, shall you consult those things.

- **Rubric:** There really isn't a single (and perhaps not even a finite number of) way to offer a good answer to any of the questions, so there's no rubric. But here are the things you want to consider to earn a good grade:
 - The point you make is clear and logical.
 - Your answer makes use of the course materials extensively.
 - It is easy to identify in various parts of your answer(s) which part of the class material you are discussing.
 - Your essay(s) directly answers the question being asked.
 - Proper citations/references are provided.
 - The answer is not a superficial and abstract discussion of the subject. Details and examples are extensively provided.

Timeline

- **Start:** The essay question(s) will be made available in Blackboard at 11:59 AM, **June 20, 2024** ('Final Exam' tab).
- **Deadline:** The deadline is 11:59AM, **June 21, 2024**. So you have **24 hours**. I don't expect you to spend 24 hours. Maybe not even 6 hours. Just like an in-person essay exam, the questions are designed to take about two to three hours. Putting in more time wouldn't really help. You are given 24 hours because I understand that people have various circumstances that would allow them different time windows of availability. You might have a full-time job. You might be a primary caregiver. Your laptop might have crashed. 24 hours are given, therefore, to offer you some flexibility. That's why there will be absolutely **no extension** (barring medical emergencies) of the deadline. You can submit a late exam (and submitting one late is infinitely better than not submitting at all) but one letter grade will be taken off per day (the day of the exam after the deadline counts as one day). If, *only if*, you have previously provided me with proper accommodation documents from the Accommodation Office (and you received my confirmation on it), you have an extension on this deadline. Simply state at the beginning of the essay 'ACCOMMODATION.'
- **Communication Embargo:** To warrant the highest level of fairness, unless Blackboard breaks down (or a technical challenge at a similar scale), all communications between you and myself will be **banned** during the 24-hour exam period. No email will be answered (unless you cannot see the exam question). The essay questions will be sufficiently straightforward such that it won't need clarification. If you are still uncertain about things, consider figuring that out as part of the exam.
- **Grades:** All the grades will be made available at 10 AM, June 22, 2024. Email inquiries about grades won't be answered until this time. You are encouraged to check your grades at that time. A special email office hours will be held between noon and 3 PM on the same day just in case you have any questions about your grade. All the grades will be finalized into the system on the midnight same day and no late submission of any assignment will be accepted beyond this point. That would conclude our summer semester.