

## Instructions for Downloading and Uploading TWEN Exams

Click on the desired course in TWEN. This is an example of what a course may look like within TWEN. Final exam courses will be named with the semester, course, and professor for each course. For example, “Fall 2020 Final (Family Law – Lewis)”.



Test midterm #2

Fall 2020

Schept

Once you are within that course, click on “Assignments and Quizzes” in the left-hand navigation column.

The screenshot shows a TWEN course page for "Test midterm #2". On the left is a navigation menu with options like "Assignments & Quizzes", "Calendar", "CALI Lessons", etc. The main content area has a breadcrumb "Law School Portal > TWEN > Course" and a title "Test midterm #2" with a sub-header "Course Information". Below this, the course title "Test midterm #2" is repeated, followed by "(Fall 2020)" and the professor's name "Stuart Schept" in blue. There are icons for an envelope and "Instapoll".

Then, click on the blue exam title to download the exam.

The screenshot shows an exam entry for "Nuclear Physics TA qualifying exam". It includes the due date "10/24/2020 5:00 PM (Sat)", the time until due "1 day, 6 hours, 25 minutes", the status "No Submission", and the release status "Not Released". A blue "Submit" button is visible.

A “Timed Assignment” notification will appear, reminding you of the duration of the final exam. Click Start after reading the instructions.

#### Timed Assignment Notification for Natalie Pucillo

**Note:** This is a timed assignment. If you click START, a time stamp will be placed to indicate your start time. Your course administrator will know the length of time it took to make your final submission. Print any confirmation messages or confirmation emails you receive for your submission. Please read any special instructions entered below by your course administrator.

#### Instructions:


This is a 2 hour exam. Once you check-out your exam, you must submit your answers in TWEN within 2 hours.

Start

Cancel

Click the ‘Start’ button (this starts the timer on your exam) and then click on the ‘Attached Files’ link (the exam document) to download the exam question booklet. Open the downloaded Microsoft Word document and type your answers on a separate (new) Word document, saving the document as instructed (in addition, place your exam number at the top of the document).

The “Time Elapsed since Started” section may help you keep track of your time. However, you will have to refresh your browser for the elapsed time to update; it does not update automatically. You may wish to watch your own personal clock instead.

Description	Attached Files
<p>This is a 2 hour exam. Once you check-out your exam, you must submit your answers in TWEN and Exemplify within 4 hours. Please complete your essay/short answer portion of the exam in Microsoft Word (or the equivalent), placing your Fall 2020 exam number at the top of the document. Please name your document, "Nuclear TA #X", where 'X' is your exam number.</p> <p>If you have any questions or concerns, please contact Stuart at <a href="mailto:schept@law.edu">schept@law.edu</a>. Good luck!</p>	<p><a href="#">Nuclear Physics midterm (Fall 2020).docx</a></p>
	<p>Time Elapsed since Started: </p> <p>0 days, 0 hours, 0 minutes</p>
<p>Submit Assignment</p>	<p>Return to Assignments</p>

When you have finished your exam answers, remember to save the document one last time. Then go back into TWEN and click on the ‘Submit Answers’ button. [If you happened to have left TWEN, log back in, go back to the course and the “Assignments and Quizzes” section and click on the ‘Submit’ button].

Scroll to the bottom of the page, where you will see the “Upload your submission” section. Click the ‘Browse’ button, select your answer document, and then click the ‘Submit’ button. You are now finished.

**Upload your submission:**

**Note:** The combined attachment(s) may not exceed 5 megabytes.

Nuclear #0.docx

Browse

Submit

Cancel

You should receive a “Drop Box Confirmation” message in your email to confirm that your exam has been received.

**Your assignment has been submitted, see details below.**

**Course:** Test midterm #2

**Assignment Title:** Nuclear Physics TA qualifying exam

**Assignment Due Date:** 10/24/2020 5:00:00 PM Eastern Time

**Version:** Final

**Submission Date:** 10/23/2020 10:55:43 AM Eastern Time

**Message:**

**Please do not reply to this message, the email address is not monitored.**

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