

SPRING 2008 Exams with Laptop Option

Administrative Law	Katzen	Friday, May 9 – 12 PM
Administrative Law	Sales	Friday, May 9 – 6 PM
Antitrust Law	Abbott	Monday, May 5 – 6 PM
Antitrust Law	Johnsen	Monday, May 5 – 12 PM
Bankruptcy	Zywicki	Saturday, May 10 – 12 PM
Civil Procedure	Parker	Thursday, May 8 – 12 PM
Civil Procedure	D. Smith	Thursday, May 8 – 6 PM
Commercial Paper	Effros	Saturday, May 3 – 12 PM
Comparative Law	Rao	Wednesday, April 30 – 6 PM
Conflict of Laws	Lerner	Saturday, May 10 – 12 PM
Constitutional Law II	Bernstein	Tuesday, April 29 – 6 PM
Contracts II	Byrne	Monday April 28 – 12 PM
Contracts II	Davies	Monday, April 28 – 12 PM
Contracts II	Boardman	Monday, April 28 – 6 PM
Corporate Acquisitions	Hutchison	Thursday, May 1 – 6 PM
Criminal Law	Graham	Monday, May 12 – 12 PM
Criminal Law	O'Neill	Monday, May 12 – 12 PM
Criminal Procedure	Graham	Saturday, May 3 – 12 PM
Criminal Procedure	O'Neill	Saturday, May 3 – 12 PM
Disc in Employment	Rosenblum	Friday, April 25 – 6 PM
Environmental Law	J. Clark	Saturday, April 26 – 12 PM
Environmental Law	Kymn	Saturday, April 26 – 12 PM
Evidence	Klein	Wednesday, May 7 – 6 PM
Family Law	Alvare	Tuesday, May 6 – 12 PM
Federal Budget Law	Muris	Wednesday, April 30
Federal Courts	Allen	Saturday, April 26 – 12 PM
Federal Courts	Wall	Saturday, April 26 – 12 PM
Founders' Constitution	Malcolm	Friday, May 2 – 12 PM
Founders' Constitution	Rabkin	Friday, May 2 – 12 PM
Founders' Constitution	Lund	Friday, May 2 – 6 PM
Founding of Amer Const	Lund	Friday, May 2 – 6 PM
Intellectual Property	Bradford	Monday, May 5 – 12 PM
Intellectual Property	Kunin	Monday, May 5 – 6 PM
International Law	Mulloy	Tuesday, May 6 – 6 PM
International Trade	Pickard	Saturday, April 26 – 12 PM
International Trade	Espinel	Saturday, April 26 – 12 PM
Land Use Planning	Eagle	Wednesday, April 30 – 12 PM
Lgl & Econ Theory of IP	Kobayashi	Thursday, May 1 – 6 PM
Legislation	Beck	Friday, April 25 – 6 PM
Legislation	Rao	Monday, 5 – 12 PM
Local Government Law	Emrich	Saturday, May 3 – 12 PM
Patent Interference	Bosch	Saturday, May 10 – 12 PM
Patent Law II	Vermont	Saturday, April 26 – 12 PM
Patent Law II	Witherspoon	Saturday, April 26 – 12 PM
Professional Responsibility	Krauss	Monday, May 12 – 6 PM
Real Estate Finance	Boyack	Saturday, May 10 – 12 PM
Securities Law & Regulation	Roberts	Thursday, May 8 – 6 PM
Trade Secrets	Claeys	Thursday, May 8 – 12 PM
VA Remedies	Costello	Friday, April 25 – 12 PM
VA Remedies	Cummings	Friday, April 25 – 6 PM

If your exam(s) appear on this list and you are interested in electing the laptop option, please proceed to the general information and instructions that follow. The enrollment period for laptop use opens on April 14, 2008 and remains open through May 14, 2008.

DUE IN RECORDS BY: April 22, 2008

The option of using a computer for this examination is extended to you as a convenience and a privilege. You assume all risk of equipment and equipment power failure. If there is a problem with your laptop and no exam can be recovered, the Director, Student Academic Affairs has the final decision about how to handle your case.

You are responsible for the connection from your laptop to our power supply and network. You should have a back-up battery for your laptop if possible. You must have a working network card. It is recommended that you arrive early for your exams to select an eligible seating and set up your computer, as the exam will begin on time. **The Law School does not currently support the use of this software on older Macintosh computers that do not have Windows XP.**

There will be no technical support available to individual students during the exam. It is your responsibility to be proficient in using your laptop and familiarizing yourself with the software. **If your computer malfunctions, you will have two options: 1) shut down your computer and reboot (1 time only); 2) shut down your computer and handwrite the remainder of your exam.** You cannot delay the start of the exam if you have computer problems. You will not be given additional time if your computer malfunctions.

At the completion of the examination, students save their exam answer files and upload the exam answer files to a secure server through the laptop’s Internet connection. The exam software also saves the exam in an encrypted format on the laptop’s hard drive. The examination questions should be returned to the Law Records Office. Students should safeguard their laptop hard drives until grades for the course have been issued should a printing problem arise and we need to retrieve the exam answers from the hard drive.

Any attempt to tamper with the security features of this program will be considered an Honor Code violation and will be reported.

I certify that I have read the above information and understand the directions and policies for using this software. I acknowledge that there will be no individual technical support provided during this exam. Using this software is a convenience and privilege and I am solely responsible for the proper operation of my laptop.

Print Name: _____ GMU Email address _____

Signed: _____ Date: _____

Course Name/Instructor _____ Course Name/Instructor _____

Course Name/Instructor _____ Course Name/Instructor _____

Course Name/Instructor _____ Course Name/Instructor _____

LAPTOP USE – EXAMSOFT SOFTWARE

During the spring 2008 exam period, students enrolled in specific courses will be given the option of taking their final exam on their personal laptop by installing exam software product for PCs called ExamSoft SofTest. **The Law School does not currently support the use of this software on Mac computers, with the exception of MacBook and MacBook Pro systems running Windows XP (w/ Service Pack 2) or Vista installed as a separate partition using Boot Camp Assistant. NOTE: Boot Camp is no longer available on the Apple web site for downloading. Apple has included the Boot Camp utility in the Leopard operating system. For more information, see <http://www.apple.com/macosx/features/bootcamp.html>.**

This software allows students to type their exam answers for closed-computer exams while preventing access to the computer hard drive or outside sources. For open-computer exams, the software allows access to other files and programs outside SofTest but still automatically saves the typed answers in an encrypted format. Also, open exams do not allow the user to copy-and-paste text from another program into SofTest. The software frequently backs up the entire exam file. At the completion of the exam, the SofTest program will automatically upload the exam answer file to a secure server using the Internet.

The ExamSoft download, registration and download of templates will remain open throughout the exam period. You will, however, be required to turn in the Waiver Form by the April 22 deadline. You should allow yourself enough time to complete the registration and download process well before your first exam since exams will start on time. Follow the attached instructions for downloading ExamSoft software and exam files onto your laptop and plan to attend one of the information sessions offered by the library computing staff. (Date and time TBD).

If you decide to use **EXAMSOFT** on your laptop for one or more exams **YOU MUST COMPLETE 4 STEPS before your exam:**

1. Download the ExamSoft software from: www.examssoft.com/masonlaw

Select the “Exam Taker” tab, and complete all steps to create a new account, then download and install the software. You must download the latest version, even if you have previously used Examsoft for exams.

2. Register to use SofTest.

After installing SofTest, launch the software and enter your user ID and password to register. Note: Since your registration will result in a fee being charged to GMUSL, you should only register if you fully intend to use your laptop for your exam(s)

After registering SofTest, you will receive a registration confirmation email from support@examssoft.com and the registration number along with the registration date will be recorded. Additionally, when SofTest is launched, the Start Window will indicate that your “Registration” is “Complete”. You may also visit www.examssoft.com/masonlaw and select “Exam Takers,” then “Confirm Reservation.”

3. Download your blank exam file(s).

Next, you need to download a blank exam file for EACH ExamSoft exam you will be taking. After registering the software, you should see a dialog box asking you to download exams. Click “Yes” to proceed and then click “Download Exam Files.” Use your ExamSoft ID and password to log in and leave the “download password” field

blank. Choose all the exams you want to download (press the <CTRL> key to select multiple items).

All the files are downloaded to this directory:C:\Program\Files\ExamSoft\SofTest\exams.

If you want to test all aspects of the software, download “MockTestSpring2008” which you can take twice. This simulates all aspects of a closed computer exam with SofTest. No password is needed for this exam. Note: these files do not contain exam questions but are blank templates. You will not be able to open an exam until you are given the password to take it on the day of the exam.

4) Print, complete and sign the waiver form and submit to Law Records Office.

Completing only some of these steps will not qualify you to take your exams on your laptop. If you do not complete ALL 4 STEPS of the registration process, you will have to hand-write your exams. If you have any questions or problems with registration, contact ExamSoft technical support at support@examsoft.com or call toll-free 866-429-8889.

What Must I do on Exam Day?

- Bring your laptop, power cord, battery and Ethernet cable (if you plan to plug in to the wired network instead of using the wireless network).
- Arrive to the exam room at least 15 minutes early, plug your computer into a power outlet, turn on the computer and launch your browser in order to make sure that you can get an Internet connection. **The exam will begin promptly at the scheduled time.**
- Follow the instructions provided on exam day to begin launching SofTest.
- Exams will not be delayed or suspended due to computer problems. No administrative relief will be granted for incorrect use of the software.
- Any attempt to disable or tamper with SofTest’s security features will be considered a violation of the Honor Code. It is your responsibility to familiarize yourself with your equipment and the software prior to the start of your exam.
- **NOTE: THERE WILL BE NO TECHNICAL SUPPORT DURING THE EXAM.**

After completing the exam:

- At the completion of the examination, you should follow the instructions you will receive on exam day to exit the SofTest software and upload the exam answer files to a secure server through the laptop’s Internet connection.
- If you receive the following error message: “*SofTest has found answer files for upload but you are not currently connected to the Internet,*” wait several seconds and then click Yes. Continue clicking Yes until the file successfully uploads.

- You should receive an email confirmation from ExamSoft for each exam that you successfully upload.
- Do not uninstall SofTest until you receive your exam score(s) at the end of the semester.

EXAMSOFT TECHNICAL REQUIREMENTS/FEATURES:

ExamSoft SofTest requires a laptop computer with:

- CPU = 200 Mhz ; RAM = 64 MB
- Drives = 50 MB of free space
- Operating System = English versions of Windows 98, ME, NT, 2000 (Pro), or XP
- Software = Internet Explorer 5.0 or greater Internet connection: an internet connection is required to download SofTest (AOL users must have AOL 6.0 or higher)

Vista Users:

Please note that your computer must meet the minimum requirements for the specific edition of Vista you are using. Please check the documentation that came with Vista to find these requirements.

Apple Macintosh Users:

- MacBook or MacBook Pro with Intel Core 2 Duo processor.
- Boot Camp Assistant configured to dual boot Mac OS X and Windows XP or Vista.
NOTE: as of October 2007, Boot Camp is no longer available on the Apple web site for downloading. Apple has included the Boot Camp utility in the new Leopard operating system. For more information, see <http://www.apple.com/macosx/features/bootcamp.html>.
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- Windows XP with Service Pack 2 or Vista.

Note: The use of older, non-Intel Macs running the Mac OS X is prohibited. In addition, the use of Windows emulators like Parallels, Virtual PC, or VMware is also prohibited.

ExamSoft SofTest Features:

Cut & Paste within document

Spell check

Word Count

Timer

Undo capability (up to 50 previous actions)

Auto-save every 60 seconds

Upload via wired or wireless internet connection