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To: Broadcast_Law_Students <Broadcast_Law_Students@lists.lsu.edu>
Subject: IMPORTANT--Computer Exam Info

Attention LSU Law Students:

Beginning Monday, April 6, 2020, you can go to <https://www.exam4.com/org/675> and download the Spring 2020 version of the Exam4 software. All prior versions of the software are time locked and will not work. Be sure to download the proper version of the software for your operating system (Windows or Mac) and disable any third party firewall software to avoid problems submitting your exams electronically.

Once you have installed the software, run a **practice exam** all the way through the exam submission process to verify the software is working properly. Also, make sure you choose "**Practice Exam**" for the course when running a practice exam in the software. If you encounter any problems with Exam4, please contact the LSU Law IT department at lawits@lsu.edu.

To obtain the take-home practice test exam questions, please go to <https://www.exam4.com/org/675> and check the upper-right corner of the page where it says "Takehome exams are available." **This is where all take-home exam questions will be posted during the actual exam period.** You will not be able to access the questions for your take-home exams from within the Exam4 software; you must download them from the Exam4 website at the link provided. See the Exam4 Take Home Exam tutorial below for detailed information. On the exam mode screen, please note that the TAKEHOME exam mode (see step 7 of the Exam4 Tutorial below) has been automatically chosen for you this semester since all exams are take-home.

IT support will be available to ensure that all exams are started, ended, and submitted properly. The exact schedule for IT support during exams will be sent to you soon. Please **replace any faulty power cords or batteries** now if you feel they will be problematic during exams. Please also ensure that your laptop is connected to the Internet before each exam begins and that your Windows Updates, Apple Software Updates, and antivirus software are current.

Exam4 General Tutorial:

<https://www.law.lsu.edu/computingservices/examssoftware/exam4instruct/>

Exam4 Take Home Exam Information:

<https://www.law.lsu.edu/computingservices/examssoftware/exam4takehome/>

Please let us know if you have any questions. Good luck on your exams.

LSU Law

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