BASKENT UNIVERSITY

INFORMATION AND COMMUNICATION TECHNOLOGIES (ICT) COORDINATION OFFICE

BASKENT UNIVERSITY 2019-2020 SPRING SEMESTER ICT100 COMPUTER LITERACY PRINCIPLES OF THE FINAL EXAMS

Dear students;

2019-2020 Spring Semester ICT100 Computer Literacy Final Exam will be held **ONLINE** between **10.00-10.50** on **Thursday, 28th of May 2020.** According to this;

1. Until the exam date, each student has to create a new **gmail** account with a username including their Baskent University student number and a letter "a" at the end of it (Ex: 21898543a@gmail.com).

2. 10 minutes before the start of the exam (at 09.50), **a link** on the page of http://btu.baskent.edu.tr/ will be shared with you. You need to login to the exam using this link **with your gmail accounts**.

3. ICT100 exam consists of 2 parts. First part has **20 (twenty) multiple choice questions** and each question is **3 (three) points** of value. It is worth 60 (sixty) points in total. Incorrect answer **will not affect and delete** the correct answers. This part of the exam **will open at 10.00 and close at 10.20**. Its duration is about 20 minutes.

4. When you take the exam in part 1, you are expected to upload a photo of your student ID card to the system. **If you do not upload, you will not be able to access exam questions.** Therefore, in order not to lose time on the exam, **make sure you took a photo of your student ID and installed on your computers** (with the extension .jpg, .png) in reduced size (https://www.reduceimages.com/ Width 30%, Height30%) before the exam date (Max 100KB).

5. After accessing the exam link, you are expected to write your **ICT100 course section number**. You should write it down **as indicated in BUOBS** (example: ICT100-3) beforehand. It is not possible to access questions without writing your section number in the exam.

6. You will be asked to type the **password** sent to you via **text message** by your instructors.

7. By pressing the send button at the end of the first part of the exam, you will be asked to click on the second link to open the **second part** of the exam.

8. In part 2, you will be asked to complete and upload a project to the system between **10.20-10.50,** which will be similar as the homeworks you completed during the semester in Moodle**.** Students who send the same file and work will receive **0 (zero) from the entire exam.** The project is worth **40 (forty)** points. Duration is 30 minutes.

9. When the exam is completed (at 10.50 o'clock), you must have pressed the key **"Send"** for the second time so that your answers can be evaluated. Otherwise, your answers **will not be evaluated.** The grades of those who sent their answers **at 10.20 and 10.50** will reach us automatically.

10. The final exam will be evaluated over a total of 100 (one hundred) points. The weight to the semester grade is 80%.

11. ICT100 Final Exams will last **50 (fifty) minutes in TOTAL.** There will be no turning back between parts and questions. Parts' start and ending times are important. Access will not be possible afterwards.

12. Finally, you will be asked to complete a survey. When you press the send button, your answers will reach us. Students who will fill the survey, will receive 5 (five) points.

The distribution of the sections will be as follows;

    a) Part 1: **10: 00-10: 20 (60 points)**

    b) Part 2: **10: 20-10: 50 (40 points)**

    c) Survey: **10: 50-11: 00 (5 points)**

13. Please note that you are responsible for the topics in pdf documents and **live classes** conducted on Moodle platform during the semester for the final exam. By answering self-assessment tests, you can prepare for part 1 of the final exam, which will be in multiple choice test format and for part 2, by reviewing your homeworks completed in Moodle.

Please stay safe and healthy