

Fall 2016 Critical Updates

Important Dates to Remember

August 1	DE Courses can schedule fall exams
August 8	Large sections (100+) schedule fall exams
August 15	Traditional courses schedule fall exams
August 22	Fall Semester begins
August 29	CTC opens

CTC Closures

September 3-5	Labor Day Holiday
October 7-8	Closed for maintenance
October 20-22	Fall Break
November 19-28	Thanksgiving Week Holiday
December 9	Reading Day

Fall Semester Hours:

- **Classroom testing:** Monday – Thursday open 10:00 am – 8:00 pm
Friday open 10:00 am – 5:00 pm
Saturday open 10:00 am – 2:00 pm
- **Office/Lobby hours:** Monday – Friday open 8:00 am – 5:00 pm

While the center is open for testing on Saturdays, faculty support is not available over the weekends as no one is staffed in the office. For emergencies please email ctc@uvu.edu.

Important Reminders –

- **DE Funding Model Change –**
As a reminder, DE courses can no longer run for an entire semester under the new funding model. Exams must be scheduled within the following lengths moving forward:

<u>DE Course Exam Scheduling Options</u>	<u>Traditional Course Exam Scheduling Options</u>
○ 3 days	○ 2 days
○ 5 days	○ 3 days
○ 12 days (6 free days & 6 fee days)	○ 5 days (Class sizes larger than 25)
- **Computer exams in CTC –**
 - Make sure passwords in Canvas, MyITLab, etc. match the password in Chitester, remember anytime a password is changed in Canvas, MyITLab, etc. it must also be changed in Chitester.
 - When submitting an accommodative computer exam for a student with extended time, make sure to extend the time in Canvas, MyITLab, etc. as well.
- **Watches in the CTC –**
Due to changing trends in wearable technology, we will no longer allow students to wear any type of watch while testing in the CTC. All watches must be stored away while testing. Clocks are provided in each testing room for students to be able to manage their time for exams.

CTC Stats for Summer Semester 2016

Average time spent in line – Less than 4 minutes

Longest line for the semester – 26 minutes (within 30 minutes the line was down to under 15 minute wait.)

Please review previous updates for additional info

<http://www.uvu.edu/testing-services/faculty/criticalupdates.html>