

From: "Susan H. Miller" <susanh82@phys.washington.edu>
Subject: First Physics 12x exam!
Date: October 7, 2011 8:10:45 AM PDT
To: <phys121a_au11@uw.edu>, <phys121c_au11@uw.edu>, <phys121d_au11@u.washington.edu>, <phys122a_au11@u.washington.edu>, <phys122b_au11@u.washington.edu>, <phys123a_au11@uw.edu>
Cc: <hertzog@uw.edu>, <pedigo@phys.washington.edu>, <pwiggins@uw.edu>, <olmstd@uw.edu>, <lrosenberg@phys.washington.edu>

Hello PHYS 121, 122, and 123 students,

Please read carefully, there are some action items below.

Your first midterm exam this quarter will be held in Kane Hall on Thursday, Oct. 13th.

You will be assigned to a seat in either room 120 or 130, depending on the lecture class for which you are enrolled.

PHYS 121A and 123A will be in room Kane 120.

PHYS 121C, 121D, 122A, and 122B will be in Kane 130.

The doors will open at approximately 4:55 pm, you will enter and grab the appropriate exam and take your assigned seat. The exam will begin at approximately 5:00 pm and end one hour later. **Latecomers will be refused admission** once the exam has been underway for 5 minutes or so.

Seating charts will be made early Monday and sent to each lecture professor on Tuesday, Oct. 11th for posting in the Catalyst gradebook for your course, or in some other fashion chosen by your lecture professor.

A limited number of special seats are available for those with special needs:

(1) Left handed seats are available by e-mail request. **Please contact me (Susan Miller: susanh82@phys.washington.edu) directly to request a left-handed seat, no later than this Sunday, Oct. 9th.** Those who do not request left handed seats will be assigned right handed seats.

(2) Seats near the front of the room are available by e-mail request, but require justification due to limited availability. **If you need a seat near the front, please contact me and specify the reason for your request.** Those with the most compelling reasons will be assigned seats nearest the front.

(3) If you require extra time or special accommodation, and you have a DRS form, it must be submitted to your lecture professor and in addition you must contact me susanh82@u.washington.edu, for seating arrangements in the physics building.

(4) If you have no DRS form but still have special requirements (such as a broken leg, extreme height, or other condition that makes normal seating difficult), please contact me regarding special seating in the physics building.

Please do not bring backpacks to the exam. If you do, they must be left at the front of the room near the stage area so that the aisles are available for TAs and faculty access. You will need pencils, a scantron (purple bubble sheet), and a calculator. You may bring a small plastic ruler or protractor as a drawing aid if you wish. Each exam will include an equation sheet for your reference. **No other items are allowed:** no cheat sheets, no notes, no cell phones or internet-capable devices, no books, etc. Be sure that you turn off and stow any cell phones or other such devices before the exam begins.

When finished, you will turn in your paper by placing it in one of the collection boxes labeled with your class section and professor's name. Boxes will be located near each room exit for your convenience. Do not burst the exam, simply place the stapled exam in the box and place your completed bubble sheet on top of or below it. **DO NOT tuck your bubble sheet inside your exam papers!**

The exam rooms will be essentially full, so your cooperation in arriving on time, picking up an exam paper and proceeding directly to your assigned seat will be appreciated.

Best,

Susan Miller

Program Coordinator

Physics/ Astronomy Bldg, Rm. C-136

Physics Department, Box 351560

University of Washington

(206) 543-4982

susanh82@phys.washington.edu