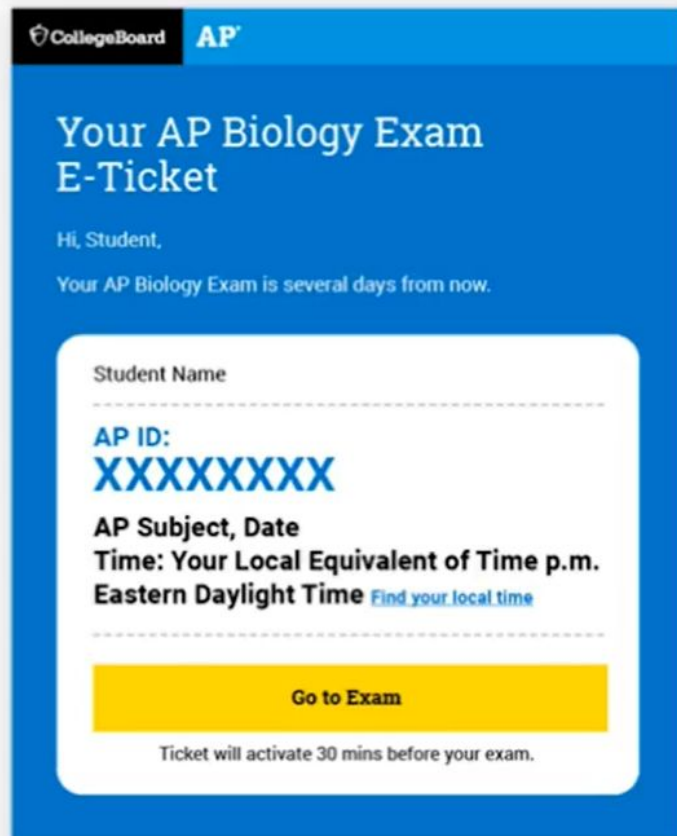


# The MOST Important Notes About the 2020 AP Exams

# You Need an AP Exam E-Ticket to Test

- You'll receive your e-ticket by email **two days before** each test. On exam day, you'll need this e-ticket to check in to your exam.
  - You'll get a unique ticket for **each** exam you're registered for.
  - You can also access your e-ticket in your student account on My AP ([myap.collegeboard.org](https://myap.collegeboard.org)).
- Each e-ticket is personalized for YOU and isn't transferrable.
- **DON'T SHARE** your e-ticket with anyone—you could lose your chance to test.
- The AP Program can't accept any additional exam registrations for this year's online, at-home exams.
- Make sure to save your May e-ticket email in case you need to request a makeup exam.



# Your E-ticket will be valid for the May Exam Schedule

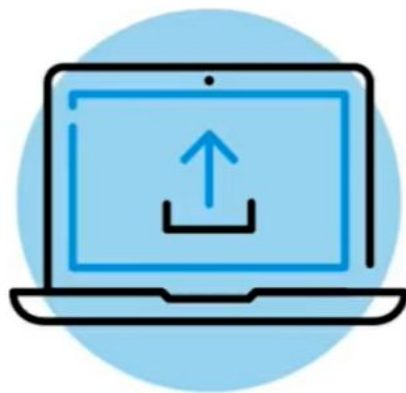
- All registered students have been scheduled for these May dates, whether or not they were originally registered for regular or late-testing exams.
- Unless there's a significant conflict, students should test in May so they have the June dates as a backup if they have any disruptions.
- If you can't test on one of these dates, **don't use** your e-ticket for that exam — you'll automatically receive a different e-ticket for makeup testing in June.

Exam Start Times ▶ Local times may vary depending on a student's geographic location.		Hawaii Time: 6 a.m. Alaska Time: 8 a.m. Pacific Time: 9 a.m. Mountain Time: 10 a.m. Central Time: 11 a.m. Eastern Time: 12 p.m. Greenwich Mean Time: 4 p.m.	Hawaii Time: 8 a.m. Alaska Time: 10 a.m. Pacific Time: 11 a.m. Mountain Time: 12 p.m. Central Time: 1 p.m. Eastern Time: 2 p.m. Greenwich Mean Time: 6 p.m.	Hawaii Time: 10 a.m. Alaska Time: 12 p.m. Pacific Time: 1 p.m. Mountain Time: 2 p.m. Central Time: 3 p.m. Eastern Time: 4 p.m. Greenwich Mean Time: 8 p.m.
Primary				
Mon., May 11	Physics C: Mechanics		Physics C: Electricity and Magnetism	United States Government and Politics
Tues., May 12	Latin		Calculus AB Calculus BC	Human Geography
Wed., May 13	Physics 2: Algebra-Based		English Literature and Composition	European History
Thurs., May 14	Spanish Literature and Culture		Chemistry	Physics 1: Algebra-Based
Fri., May 15	Art History		United States History	Computer Science A
Mon., May 18	Chinese Language and Culture		Biology	Environmental Science
Tues., May 19	Music Theory		Psychology	Japanese Language and Culture Italian Language and Culture
Wed., May 20	German Language and Culture		English Language and Composition	Microeconomics
Thurs., May 21	French Language and Culture		World History: Modern	Macroeconomics
Fri., May 22	Comparative Government and Politics		Statistics	Spanish Language and Culture

The exam questions are viewed by students in a web browser, like Chrome. Students type or write their responses outside that browser. They then choose from three options to submit responses:



Copy and paste  
a typed response.



Attach a typed response.



Attach one or more photos  
of a handwritten response.

Music theory and world language and culture exams have specific requirements on slides 15-16.

## Option 1: Copy-and-paste a typed response, and then click **Submit**

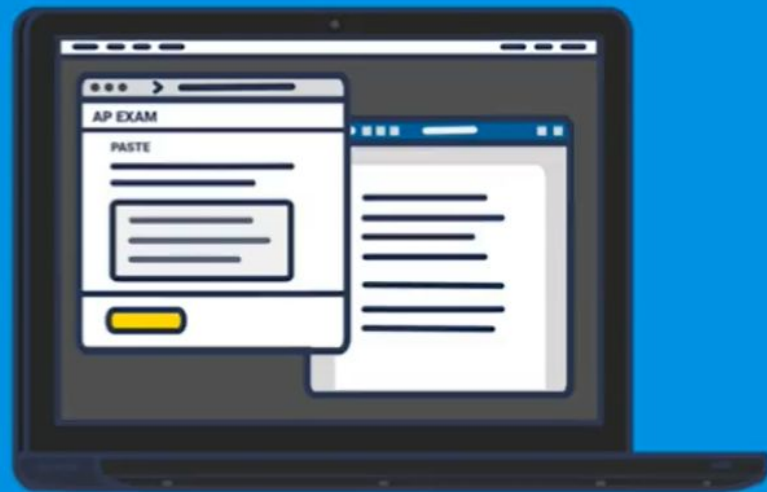
Best device to use: laptop or desktop computer

- Type your response in Google Docs, Microsoft Word, Notes, or a similar application. Don't include images. Save your work often.
- Type your AP ID and initials at the top of the response.
- When the timer has 5 minutes remaining, copy-and-paste your response into the space indicated, and click **Submit**.

### Exam day setup: side-by-side windows

- Window 1 – Chrome, Firefox, Safari, or Edge in which the exam question(s) will appear after you click on your e-ticket.
  - Displays test question(s)
  - Displays timer
  - Use to paste and submit typed response
- Window 2 – Where you type your document: a Google Doc, Microsoft Word, Notes, etc.

**STRONGLY RECOMMENDED**



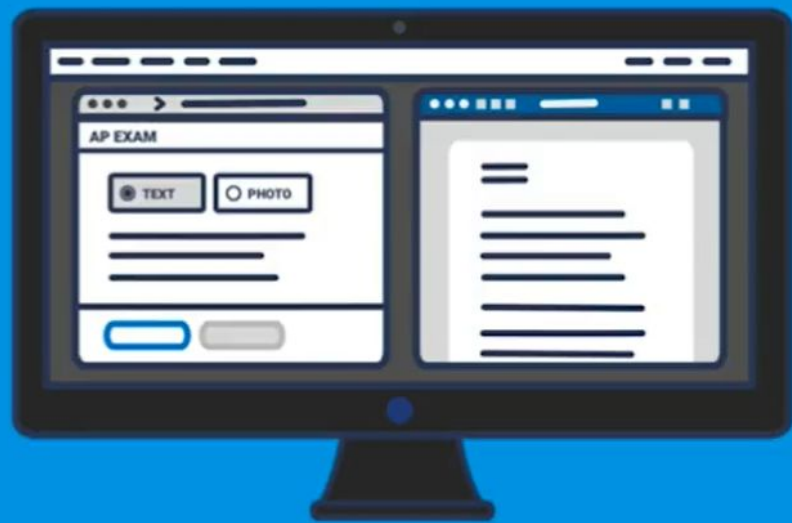
## Option 2: Attach a document and then click "Submit"

**Best device to use:** laptop or desktop computer

- Type your response in Google Docs, Microsoft Word, Notes, or a similar application. Don't include images. Save your work often.
- Save your document in one of these accepted file formats: .doc, .docx, .pdf, .txt, .odt
- Type your AP ID and initials at the top of the response.
- When the timer has 5 minutes remaining, attach your response and click **Submit**.
- If your exam has two questions, you must create, save, attach, and submit two separate documents, one for each question.

### Exam day setup: side-by-side windows

- Window 1 – Chrome, Firefox, Safari or Edge in which the exam question(s) will appear after you click on your e-ticket.
  - Displays test question(s)
  - Displays timer
  - Use to attach and submit text file
- Window 2 – Where you type your document: a Google Doc, Microsoft Word, or Notes



## Option 3: Attach photos of handwritten response and then click "Submit"

**Best device to use: smartphone or tablet**

- Write your AP ID, initials, and page number at the top of EACH page of the response.
- Write your response clearly with dark pen or pencil.
- When the timer has 5 minutes remaining, take a photo of your response in vertical orientation, i.e., not landscape.
- One page per photo. If your response is longer than one page, you'll need to attach multiple photos (maximum of 5 photos per test question) before clicking **Submit**.
- Make sure to attach **all** of your pages before you click **Submit**.
- Acceptable file formats: .png, .jpg, .jpeg.

### Exam day setup:

- Smart phone or tablet
  - Displays test question (you may need to scroll within a question)
  - Displays timer
  - Use to take photos of written work
  - Use to attach and submit photos of written work



**1. Craft response via pen and paper**



**2. Take picture of response**



**3. Attach photo(s) then click "Submit"**

# Testing with Accommodations

Details at [cb.org/ap2020accommodations](https://cb.org/ap2020accommodations)

- Students with approved accommodations don't need to submit any further requests.
- Extended time will be provided through the online exam.
- Online AP Exams will be compatible with assistive technology (e.g., screen-reader software) and zoom functionality in a browser.
- Students approved for screen-reader software should ensure it works with Chrome, Firefox, Safari, or Microsoft Edge because Internet Explorer can't be used for AP testing.
- Students approved to use specific devices or aids may use what they have access to at home.
- Students approved for a reader or scribe may be assisted by a family or household member while testing.
- **Temporary Afflictions:** A student who has a temporary medical or physical condition (e.g., an injured hand) may request temporary assistance if needed to take the exam. Review details at [cb.org/ap2020accommodations](https://cb.org/ap2020accommodations).



As always, students may **only** use accommodations that they've been approved for by College Board Services for Students with Disabilities (SSD).

- The AP Exam will only open in the **latest versions of Chrome (preferred), Firefox, Safari, or Edge.**
- Important: 2020 AP Exams won't work in Internet Explorer.
- If you need to install Chrome (which is free), do a google search for "Get latest Chrome browser," and follow the instructions.

# You cannot use Internet Explorer for the AP Exam!



*Microsoft Edge is OK!*

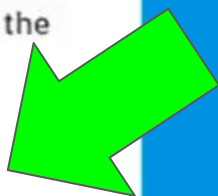


*These work!*



# Requesting a Makeup Exam

- If you have any issue on exam day that prevents you from testing successfully, you'll be directed to an online **AP Makeup Testing Request Form** where you can describe what happened and request an e-ticket for a June makeup exam.
- You can also access the form at [cb.org/requestmakeup](https://collegeboard.org/requestmakeup)
- You **must** have your original e-ticket when filling out the form.
- Submit the form within 48 hours of your original exam date.
- We will review your form and send you an email approving or denying the request the week of May 25. If approved, your makeup e-ticket will be sent two days before the makeup test.
- Do not call AP Services; the pandemic has closed call centers and you will simply hear a message directing you to fill out the form and await the approval email.
- Rest assured that you will receive approval for any of the following types of issues you encounter, or similar ones: sickness; significant interruptions from family members; battery failures; power outages; technical disruptions. **Note:** simply running out of time to submit a response on exam day is not a valid reason to request makeup testing.



The makeup testing request form is **ONLY** for students who test in May, encounter issues, and need another opportunity to test.

Students that already have known conflicts with the May dates can test in June simply by not using their May e-ticket – they will automatically be issued a June e-ticket.

# FIVE Steps to Take Before the AP Exam

# Five Steps to Take Before Exam Day

We have a simple checklist you can use to make sure you've completed these steps.

1

## Review Your Contact Information

If you aren't receiving emails from the AP Program, log in to My AP to see the email address you used when you registered to test.

3

## Practice Submitting Your Response

An online AP Exam demo will be available on May 4. The AP World Languages Exam App will be available by the week of May 11 and includes a practice mode.

5

## Receive Your Exam Confirmation and E-Ticket Emails

You'll get emails with your AP ID and your exam e-ticket. This information will also be in your My AP account.

2

## Check Your Tech

Choose and prepare the device and documents you'll use.

4

## Gather What You Need for Each Exam

Consult [cb.org/apexamdaydocs](https://collegeboard.org/apexamdaydocs) then download, print, or gather additional materials for your specific exams.

# Review Your Contact Information

If you haven't received email updates from the AP Program:

1. Sign into My AP ([myap.collegeboard.org](https://myap.collegeboard.org)).
2. Confirm your email address:
  - Click your profile at the top right-hand corner.
  - Go to Account Settings and confirm that your email address is the one you want to use for your e-ticket.
  - If you need to change your email address, click **Update**.
3. In Subscriptions, confirm that you've checked the box to receive updates from College Board.
4. Then, create a new contact with the email address [collegeboard@e.collegeboard.org](mailto:collegeboard@e.collegeboard.org) in your address book or safe sender list.

**Don't worry—if you still can't get emails from AP, your e-ticket will also be posted in your My AP account.**

The screenshot shows a web browser window with the CollegeBoard logo in the top left and a search bar in the top right. The main heading is "Update Your College Board Account" with a subtext "\* = Required" and a link for "Account Help". The form is titled "General Information" and contains several fields: "First name:" with the value "Demo", "Middle initial:" (empty), "Last name:" with the value "Student", "Gender:" with radio buttons for "Female" (selected), "Male", and "Another (not listed)" (with an adjacent text input field), "Date of birth:" with three dropdown menus showing "December", "20", and "1998", "Email address:" with the value "demo.student@myap.org", and "Confirm email address:" with the value "demo.student@myap.org".



**grammarly**

**Disable the Grammarly plugin from  
Chrome- the exam will NOT load with  
it installed**

- **Disable any browser plug-ins or extensions**, such as Grammarly, to ensure you can access the AP 2020 Exam. However, keep plug-ins you need for accessibility, e.g., ChromeVox.
  - Do a google search: "How to disable browser extensions"

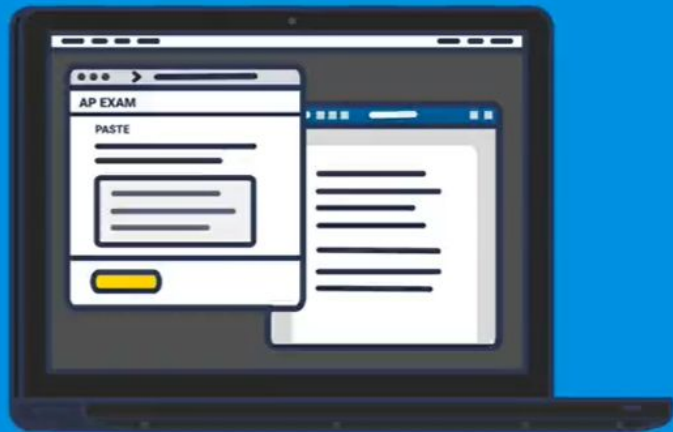
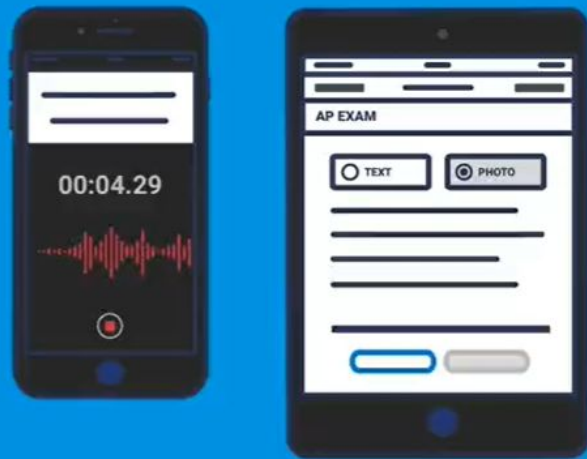
# Check Your Tech: Choose Your Device

Check that you have the appropriate device for your exam and how you're planning to create your response.

- You **won't** need the lockdown browser on your device.
- If you have the Grammarly plug-in on your computer, you'll need to remove it to test.
- Remember: world language exams have specific device requirements.

When choosing between handwriting and typing, keep in mind:

- This year's questions won't require you to submit graphs or diagrams.
- You may be more comfortable handwriting responses in Calculus, Chemistry, and Statistics. But if you want to type your responses in those subjects, a guide for how to type symbols and formulas can be downloaded at [cb.org/apexamdaydocs](https://collegeboard.org/apexamdaydocs).
- In most other subjects, using a smartphone will require scrolling back and forth within a question, which many students will find frustrating, so we recommend a desktop or laptop if available.



## Check Your Tech: Prepare Your Documents for Typing

- Decide whether you'll be using **Google Docs, Microsoft Word, Notes, or another application.**
- We recommend turning on auto-save or similar features.
- If you're using a cloud document, like Google Docs, and want to attach your document rather than copy-and-paste, remember that you'll need to download your response in one of the approved formats (.doc, .docx, .pdf, .txt) and save it to your device.
- Before test day, prepare your doc(s) by typing your AP ID and initials at the top and then saving it to a clearly labeled folder on your desktop so it will be easy to find.
  - For AP English and AP history exams, you'll need to create just one document per exam.
  - All other AP Exams have two questions this year, so you'll need to create and save two documents per exam. Name them clearly so you know you're attaching the right one at the right time, such as
    - APBiologyQuestion1.docx
    - APBiologyQuestion2.docx



### IMPORTANT:

You'll create your response in a document of your choice, and then either copy/paste or attach and then submit your response within the online AP Exam.

## Check Your Tech: Prepare Your Documents for Handwriting

- Use white paper (lined or unlined). Music Theory requires an answer sheet.
- Use paper that's standard size (8.5 x 11 inches) or close to it.
- Use a number 2 pencil or a pen with black or blue ink.
- Because the maximum number of pages you can attach per question is 5, at most you'll need 5 pages for AP English and AP history exams, and 10 pages for all other exams. But it's highly unlikely you would need to use this many pages for your responses, which can often be answered fully in just 1-2 pages.
- Before test day, prepare your pages by writing your AP ID, your initials, and a page number at the top of **each page** as follows:
  - Up to 5 pages for question 1, numbered 1 to 5
  - Up to 5 pages for question 2, numbered 1 to 5



### IMPORTANT:

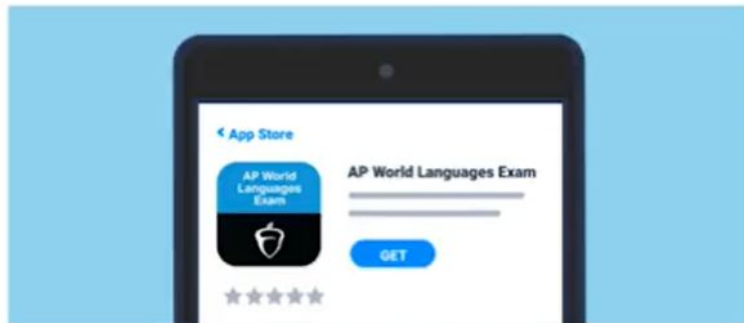
You'll write your response with pen or pencil on your own paper, take a photo of each page, attach all photos, and submit them.

# Use the AP 2020 Exam Demo to Practice and Test Your Tech



## Practice submitting responses with the exam demo.

From May 4, you can access an AP 2020 Exam Demo at [cb.org/apdemo](https://cb.org/apdemo). It will allow you to practice the different ways to submit your responses. If you can't connect to this demo from your planned testing device, you'll not be able to access the real exam on test day. Update your browser (see tips on slide 51). Then try again. If you still can't access the Demo, ask for your AP coordinator's help to contact your school's tech experts for assistance.



## World language students can practice with their exam app.

Beginning the week of May 11, if you're taking world language exams, download the AP World Languages Exam App. Before your exam, use the app's practice mode to become familiar with its features, test your technology's compatibility, and check the quality of sound in your intended exam location. After you practice using the app, you must close it on your device before testing.

# What Students Need on Exam Day

Find required or recommended docs at [cb.org/apexamdaydocs](https://cb.org/apexamdaydocs)

If you don't have a printer, ask your school for help getting printed copies of required or recommended docs.\*  
If that's not possible, download them to your device.

## Subjects

### What to Have Ready on Exam Day

All, except for those with portfolio components

#### Required

- Exam e-ticket email
- Completed Exam Day Checklist, including AP ID
- Device: laptop, tablet, smartphone (see below for subject-specific requirements)
- Browser: Chrome (recommended), Firefox, Safari, or Edge
- Internet or cellular connection
- Assistive technology and devices (if applicable, for students approved to test with accommodations)

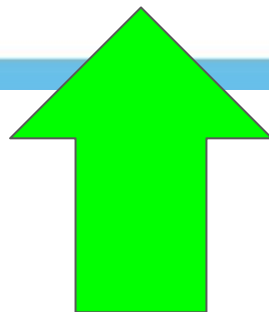
#### Required for Typed Responses

- Microsoft Word, Google Docs, Notes, or another application to enter and save text

#### Permitted

- Your class notes or study guides
- Textbooks and other classroom resources
- Previous assignments or assessments

Arts





# Advice About Optional Resources

**You can use class resources and class notes on this year's AP Exams**

- The following resources can be used, either printed or digital
  - Class notes or study guides
  - Textbooks and other classroom resources
  - Previous assignments or assessments
  - Calculators for certain exams
  - Note: Shared study notes must be downloaded to each student's device to prevent collaboration violations

**Internet searches will waste your time and put you at risk of an exam violation:**

- The more time you spend searching the web, the less time you spend answering exam questions
- Internet-based facts, research, and opinions aren't relevant to the AP Exam and won't raise students' scores
- Copying from websites, social media, or online forums is considered plagiarism and will be detected and scores cancelled.

Best practices can be found at [cb.org/apopenbooktips](https://collegeboard.org/apopenbooktips).

# Look for Your Exam Confirmation and E-Ticket Emails



## May 4

- You'll receive an exam confirmation email on May 4 with your AP ID and a list of the exams you're registered for.
- In the meantime, you can check which exams you're registered for in My AP.
- If you're not listed as registered for an AP Exam, you weren't part of the exam registrations we received from your school, and it's too late to generate an e-ticket for you to test this year. There is nothing we can do about this. You can take a CLEP exam for credit on a college campus, or you can take this AP exam in May 2021.



## Two Days Before Each Exam

Two days before each exam, you'll receive an email with your personalized e-ticket and AP ID.

**Remember, you'll need to click your e-ticket containing your AP ID to access your exam.**

# The Actual Exam Day Experience

# Exam Day

One-Question Exams  
(English and History exams)

Timing	Online Exam	Word Processing Application or Paper
30 minutes before your local start time	<b>Check-In</b> <ul style="list-style-type: none"><li>• Use e-ticket to check in to exam</li><li>• Complete identity information</li><li>• Wait for exam to begin automatically</li></ul>	
45 minutes	<b>Question Appears</b> <ul style="list-style-type: none"><li>• Read question</li></ul>	<b>Develop Response</b>
5 minutes	<b>Submit Response</b> <ul style="list-style-type: none"><li>• Exam is completed</li></ul>	

Check in at 1:30 PM  
Exam starts at 2 PM  
Write FRQ by 2:45 PM  
Submit **BY** 2:50 PM!

# Check in to Your Exam

- **30 minutes before the start time for your exam**, check in by clicking the specific e-ticket for that exam.
- You'll need to spend a few minutes passing through various security filters to confirm your identity.
- A timer will show how much time remains until the start of the exam.
- Once the exam starts, **the first exam question will automatically appear**. You **SHOULD NOT** refresh your browser.

AP 2020 Exam

AP 2020 Exam

## Enter Your AP ID

Please enter your ID to access your exam.  
[You can find your AP ID in the email used to access this site.]

56WI5024

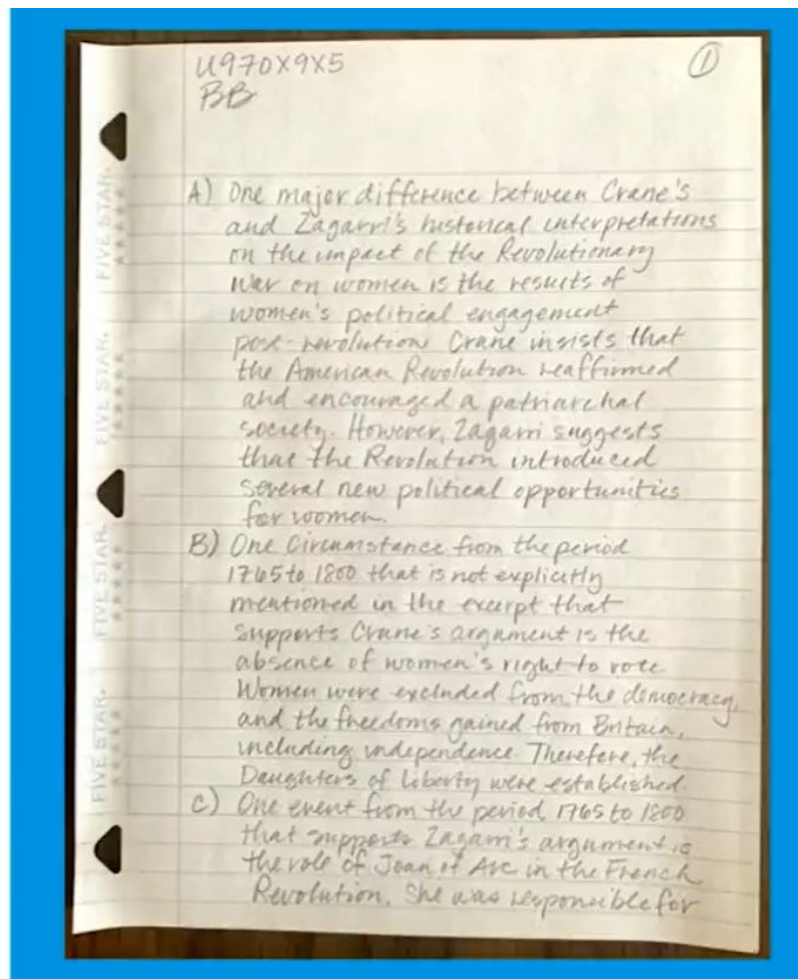
Continue

Time Until Exam Starts

00:03:02

# Answering the Exam Questions

- For most exams, the question is divided into parts, labeled in alphabetical order. Use those letters to organize your response and make sure you're not accidentally skipping any part.
- You may use spell check and grammar check, but these will not provide an advantage. If you've installed a Grammarly plug-in, disable it or the exam won't function.
- You may print the test questions and annotate them if you like, but you can't use annotation software to annotate online.
- Exams with more than one question: You won't be able to move on to the second question until the time for the first question has fully elapsed. Once the time for the first question has finished, the second question will automatically appear. Once you submit a question, you can't go back to it.



# Managing Your Time

- During the exam, you'll see a timer at the bottom of the screen showing how much time remains to create and submit your response. Keep that timer visible.
- Five minutes before time is up, the timer turns red. You'll see a pop-up reminding you to submit your response. **STOP** where you are and copy/paste or attach your work. Then click Submit.
  - You can still earn a 5, even if don't finish a response.
  - If you don't submit your response on time, you won't get any credit for it.
- Losing track of time and not submitting a response before time runs out is **not** an acceptable reason for requesting makeup testing.
- AP will set standards for scores of 3, 4, and 5 this year so that it's not more difficult to earn high AP scores this year than it was in prior years.

Time Left to Submit Work

**00:18:02**

Time Left to Submit Work

**00:04:59**

# Submitting Your Response

- Submitting responses is a **two-step process**:
  1. Attaching or pasting your response
  2. Clicking Submit
- If you don't click Submit before the timer runs out, your response will not count.
- Once you click Submit, your response may continue to transfer, depending on your bandwidth. This is fine. You will be able to move on to the next question, even while your first question continues to transfer, so long as you clicked Submit before the time ran out.
- If your response continues to transfer after the exam ends – wait for an on-screen message confirming that your exam is complete—make sure your submissions have fully loaded before you close your browser or turn off or restart your computer.
- If you never see that “Your AP Exam is Complete” message, you should go to [cb.org/requestmakeup](https://collegeboard.org/requestmakeup) to explain the situation and request an e-ticket for the June make-up date.

## Attached Text File

Your Upload(s):

56WU5GZ4-AM\_Biology.docx X

Browse for a file

Submit

## Attached Photos

Your Upload(s):

Photo 1: 5d90b5cd\_85a1560a.jpg X

Photo 2: 5ghakkkod\_827364.jpg X

Upload a Photo

Submit

## Pasted Text Response

### Paste Your Work

Mauris vitae pellentesque ipsum, a tristique turpis. Pellentesque quis consectetur felis. Morbi nec tortor malesuada, fringilla elit in, tristique ex. Sed ullamcorper, tellus vel placerat laoreet, diam ipsum lobortis sapien, pulvinar lobortis magna sem quis est. Vestibulum ac consectetur velit. Ut commodo viverra sagittis. Sed luctus fringilla nisi, vitae volutpat sapien facilisis non.

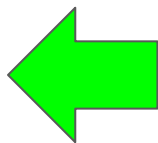
Clear Field

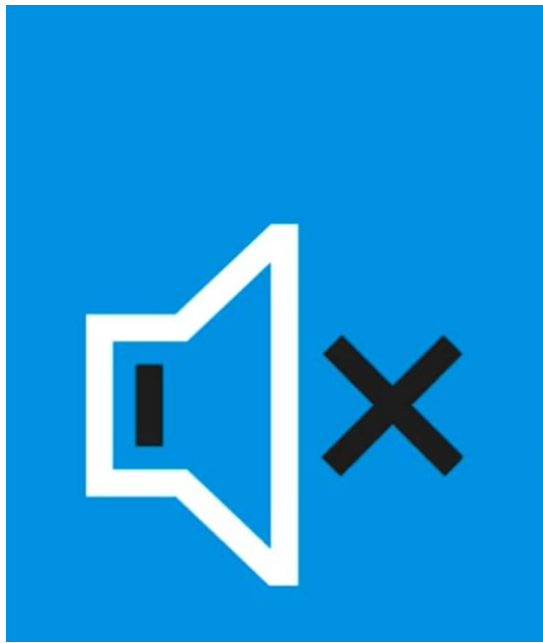
Submit

## What Could Go Wrong While I'm Testing?



- If you accidentally close the browser, your device crashes, or you temporarily lose internet access, you can quickly **click your exam e-ticket again to return to the exam.**
  - Continue the exam, and if you feel at the end of the exam that the temporary disruption negatively impacted your performance, you can request approval to take the makeup exam at [cb.org/requestmakeup](https://collegeboard.org/requestmakeup).
  - Tip: During the exam, don't refresh your browser or hit the back arrow.
- Don't call: Customer service centers won't be open due to the pandemic. If you lost too much time to a technical problem, aren't able to connect to your exam, or experienced some other serious disruption, you can request a makeup exam.





## Your Testing Environment

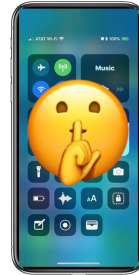
- Do your best to test by yourself in a quiet room.
  - Remove distractions.
  - Enable the **do not disturb** or quiet setting on your device.
  - Let your parents, guardians, siblings, and friends know when you'll be testing so they don't disturb you.
- Make sure your device is plugged in.
- If you have limited bandwidth, ask others on your network to limit their use of the internet during your exam, particularly high bandwidth activities (e.g., games like Fortnite and streaming services like Netflix).
- Have your checklist and any required documents next to you.

AKA

Put your phone on “Do Not Disturb”

Tell your siblings to shush

Kick your family off of the internet for the whole hour





# Exam Security

You may not incorporate work which is not your own, and you may not provide or receive aid of any kind from anyone.

To identify students attempting to receive help through the web, a phone, or social media, sophisticated detection technologies and processes will be applied. **Most techniques will remain confidential to maximize their effectiveness.** We will be monitoring social media and discussion sites to detect and disrupt cheating. We may post content designed to confuse and deter those who attempt to cheat. Attempts to cheat will be detected immediately during testing or will be identified in June and July simultaneously with exam scoring.

In addition, students' exams will be:

- Scanned by plagiarism detection software
- Shared directly with their teachers

**Students found violating exam security will face severe consequences, which can include having their:**

- Names reported to college admissions offices for attempted cheating
- AP Exam scores cancelled

More about exam security can be found [here](#). You can report any cheating attempts here: [collegeboard.org/reportcheating](https://collegeboard.org/reportcheating).

## 2020 AP Exam Scores

- As usual, 2020 AP Exams will be scored by AP readers, who are college professors and experienced educators in each exam subject. Scores will be reported on the usual 1–5 scale.
- To accommodate the extended scoring schedule, which requires all exams to be scored online in readers' homes, AP scores will be released to AP students approximately one week later than usual, beginning about July 15.



**Remember to use your free score send!**

Sign into My AP no later than June 20 to indicate which college or university should get your scores. After June 20, there's a \$15 fee for each score report sent (\$25 per report for rush processing).

During this challenging time, the AP Program wants every interested AP student to have the opportunity to earn the college credit they've been working toward all year.

Stay safe and healthy.