Hello AP Students and Parents,

I hope that everyone has been able to stay healthy and productive at home so far. We are days away from the start of AP exams and there have been numerous updates from College Board and from your teachers regarding exams.  The purpose of this letter is to attempt to condense the information and provide clarification.

The instructions below guide you when accessing the links. **You need to do this prior to your exams and to clearly know how to navigate them ahead of time.**

Here are the steps that you should practice over the next few days:

* Go through the DEMO exam from College Board several times.  When you do, please take the time to FULLY run the demo.
* Practice the part regarding uploading documents.
	+ Make sure you are totally comfortable with the technology you are using, the method of uploading your response you plan to use, and the timer.  You will see that the timer INCLUDES the 5 minutes you get to upload your answer.
	+ When the timer turns red at 5 minutes remaining, that is the signal that it is time to upload your documents.
	+ Do not continue working on your answer. You will risk running out of time to upload.

**Heads Up: These tests were designed to be long and there is a good chance you may not complete it in its entirety. Just do your best with the time you have. Considering that the time has been created strictly for you to focus and test without interruptions, be aware that there is no room at all to even think about violating test security. That means trying to ask for help or look up information. DO NOT VIOLATE TEST SECURITY.**

The first link below is the Explainer Video. It is helpful to watch prior to practicing with the DEMO.

1) **Explainer Video:**  The Exam Walkthrough is a great overview of how to access, complete, and submit your AP exam: [https://www.youtube.com/watch?v=qHZ2zpqlZNE&list=PLoGgviqq4844oyQviUHOOddAaMOdDAqpk&index=3&t=0s](https://nam03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.youtube.com%2Fwatch%3Fv%3DqHZ2zpqlZNE%26list%3DPLoGgviqq4844oyQviUHOOddAaMOdDAqpk%26index%3D3%26t%3D0s&data=02%7C01%7CANDREW.KUTSCHER%40cobbk12.org%7C7b2cd0b89e944ef486ee08d7f0f6f871%7C2fce1dfb919f4938aab8c47f0fc9182d%7C0%7C1%7C637242815845490088&sdata=xqsNT29DMnPT9m9SFNdFsp9nVf73WwxOo8pmDnhdew4%3D&reserved=0)

2) **Exam Day Demo**: Every student taking an AP exam this year must practice submitting responses with the exam demo. Beginning May 4, you can access the demo at [www.cb.org/apdemo](https://nam03.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.cb.org%2Fapdemo&data=02%7C01%7CANDREW.KUTSCHER%40cobbk12.org%7C7b2cd0b89e944ef486ee08d7f0f6f871%7C2fce1dfb919f4938aab8c47f0fc9182d%7C0%7C1%7C637242815845490088&sdata=Aowh4wJ1NtppO7Yp5l7ZJfEdPYtioVJv%2BVl5m8BHPUI%3D&reserved=0). 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 will not be able to access the real exam on test day. Update your browser (see tips on slide 51 of the 2020 AP Testing guide below). Then try again. Chrome is the recommended browser.

3) **Exam Day Checklist.** Print out this checklist for each exam you will take and have it ready at your workspace before the day of your exam.  To access your exam you will need an e-ticket for each exam you take (48 hours before your exam, your e-ticket will be available in your MY AP account and sent to you via email). You will also need your 8-character AP ID (found in your MY AP account) [https://apcentral.collegeboard.org/pdf/ap-student-exam-day-checklist.pdf](https://nam03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fapcentral.collegeboard.org%2Fpdf%2Fap-student-exam-day-checklist.pdf&data=02%7C01%7CANDREW.KUTSCHER%40cobbk12.org%7C7b2cd0b89e944ef486ee08d7f0f6f871%7C2fce1dfb919f4938aab8c47f0fc9182d%7C0%7C1%7C637242815845500082&sdata=X52KH3cHYLtYz8jBsL8rxCNVKsqoxHje0XoZK7qzZIk%3D&reserved=0)

4) **More exam day documents:** This is a comprehensive guide to the tools, reference sheets, and other resources that are required, recommended, or permitted for each exam. [www.cb.org/apexamdaydocs](https://nam03.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.cb.org%2Fapexamdaydocs&data=02%7C01%7CANDREW.KUTSCHER%40cobbk12.org%7C7b2cd0b89e944ef486ee08d7f0f6f871%7C2fce1dfb919f4938aab8c47f0fc9182d%7C0%7C1%7C637242815845500082&sdata=1TuH4Wv%2B72GJKwptu%2F4nRpbGsd3ZigkZ8Kfm3JuWnm8%3D&reserved=0)

5) **2020 AP Testing Guide:**Read this extensive overview of everything you need to know to get ready for test day [https://apcentral.collegeboard.org/pdf/ap-testing-guide-2020.pdf](https://nam03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fapcentral.collegeboard.org%2Fpdf%2Fap-testing-guide-2020.pdf%3FSFMC_cid%3DEM305179-%26rid%3D33627391&data=02%7C01%7CANDREW.KUTSCHER%40cobbk12.org%7C7b2cd0b89e944ef486ee08d7f0f6f871%7C2fce1dfb919f4938aab8c47f0fc9182d%7C0%7C1%7C637242815845510083&sdata=YmIj8GJb5LbrB7d0kKRvZe9mNLpJDAnHO6ox0B2BvPY%3D&reserved=0)

6)**Website for all 2020 AP Exam Updates:** Consult this comprehensive webpage for updates to 2020 AP Exams [**www.cb.org/ap2020**](https://nam03.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.cb.org%2Fap2020&data=02%7C01%7CANDREW.KUTSCHER%40cobbk12.org%7C7b2cd0b89e944ef486ee08d7f0f6f871%7C2fce1dfb919f4938aab8c47f0fc9182d%7C0%7C1%7C637242815845510083&sdata=xUaCiDK%2BKU9FMWw2a%2BDgecqbYQujoyOqvXs9L9TqajQ%3D&reserved=0)

7) **2020 Testing Accommodations:**Consult this website to read about pre-approved College Board accommodations for your 2020 Exams.  Unfortunately, the deadline to apply for accommodations for 2020 exams has already passed. [**www.cb.org/ap2020accommodations**](https://nam03.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.cb.org%2Fap2020accommodations&data=02%7C01%7CANDREW.KUTSCHER%40cobbk12.org%7C7b2cd0b89e944ef486ee08d7f0f6f871%7C2fce1dfb919f4938aab8c47f0fc9182d%7C0%7C0%7C637242815845530066&sdata=9hr0cexNgmGDs5bs%2B%2FyHcV9kic7ibD6wNs70BQt4t3g%3D&reserved=0)

**Here is a copy of our exam schedule.  Be sure to log in 30 minutes prior to the posted time to make sure you have plenty of time to get set up and logged in.**



**Thank you for all your hard work this year to prepare for your AP Exam!  Despite the challenges we have faced this year, I know that your teachers have done their best to have you ready to earn college credit!**

**Good luck on all your exams!**

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