

Certification of EBB Training Completion

Please initial by each statement:

I certify that I have:

- 1) Watched the EBB training video. _____
- 2) Installed the EBB software on my laptop AND activated it by running a test exam per the instructions in the Laptop Exam FAQs. _____
- 3) Read the laptop exam FAQs and bookmarked them on my laptop. _____
- 4) I understand that in the event of a malfunction with my laptop or the exam software for any reason, I must **immediately** switch to writing the exam in a Bluebook and must take my laptop to the Law School IT department in room 3320 as soon as the exam has ended, or in the case of evening exams, first thing in the morning for assistance with exam recovery. _____
- 5) I understand that in the event of a malfunction with my laptop or the exam software for any reason, only those portions of the exam that are recoverable will be graded. Additional exam time will not be granted due to computer or software issues. In other words, my grade might be lower than it would be absent any issues. _____
- 6) I understand that it is my responsibility to view and read the training materials and to make sure that the EBB software is properly installed and activated on my laptop before exams begin. **I understand that failure to properly activate the software prior to my exams will result in my exams not being saved or sent to the server and possible failure of my courses.** _____

Name: _____
(Please Print)

Signature: _____

Date: _____

Please bring this form to the Law School Records Office, Room 1223 to obtain your Laptop Exam Card. **You must display your Laptop Exam Card at all exams in which you use a laptop. This form must be turned in to the Records Office by 5:00 p.m. of the day before exams begin in order to receive your laptop exam card for that exam period.**

Wayne State University Law School
Records and Registration
471 W. Palmer Street
Detroit, MI 48202

Office Hours: 8:30am-5:00 p.m. Monday-Friday
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