CollegeBoard

AP®

2020 AP® Testing Guide

Summary of Resources for AP 2020 Testing–available at **cb.org/ap2020**

1. **This Testing Guide.**

2. **An Exam Day Checklist** each student should complete in advance of each AP Exam they take.

3. **Required Documents** that students should print or download for specific exams.

4. **Testing Demo** (available May 4) each student should use before testing; if students can't access this demo, they'll be unable to access the actual test without completing the troubleshooting steps on slide 51.

5. **AP world language and culture exams page** for students taking these exams, with additional important details.

6. **Detailed FAQs**, linked from the main FAQs page.

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AP Coronavirus Updates

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Updates for AP Students and Schools Affected by Coronavirus

The coronavirus pandemic has created new challenges for schools and students. To support students in continuing their AP journey even if their school is closed, we're offering free online AP classes and take-at-home AP Exams for 2020.

MAY 11–22

AP 2020 Exams

AP Exams will be administered differently this year. Get a quick overview.

Watch Video

What's in This Guide

1

About Your AP Exam E-Ticket
Your entry key to the exam.

2

Five Steps to Take Before Exam Day
Key steps to take to get ready for exams.

3

Exam Day
Tips for successfully completing your online AP Exams.
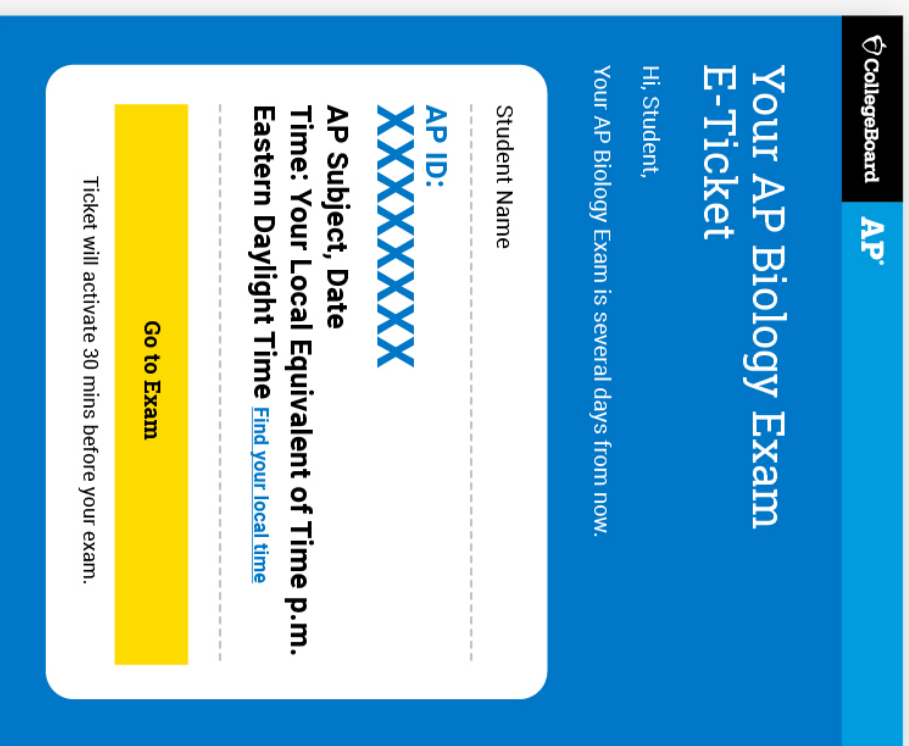
4

Exam Scores, Credit, and Placement
Learn when scores will be released and how widespread college support is.

1

About Your AP Exam E-Ticket

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**).

- 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.

CollegeBoard AP

Your AP Biology Exam E-Ticket

Hi, Student,

Your AP Biology Exam is several days from now.

Student Name

AP ID:
XXXXXXXX

AP Subject, Date
Time: Your Local Equivalent of Time p.m.
Eastern Daylight Time Find your local time

Go to Exam

Ticket will activate 30 mins before your 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 a makeup testing in June.

Exam Start Times ▼
Local times may vary depending on a student's geographic location.

	Primary		
	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.**
Mon., May 11	Physics C: Mechanics		Physics C: Electricity and Magnetism
Tues., May 12	Latin		Calculus AB Calculus BC
Wed., May 13	Physics 2: Algebra-Based		English Literature and Composition
Thurs., May 14	Spanish Literature and Culture		Chemistry
Fri., May 15	Art History		United States History
Mon., May 18	Chinese Language and Culture		Biology
Tues., May 19	Music Theory		Psychology
Wed., May 20	German Language and Culture		English Language and Composition
Thurs., May 21	French Language and Culture		World History: Modern
Fri., May 22	Comparative Government and Politics		Statistics

|	**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.**
Mon., May 11	United States Government and Politics
Tues., May 12	Human Geography
Wed., May 13	European History
Thurs., May 14	Physics 1: Algebra-Based
Fri., May 15	Computer Science A
Mon., May 18	Environmental Science
Tues., May 19	Japanese Language and Culture Italian Language and Culture
Wed., May 20	Microeconomics
Thurs., May 21	Macroeconomics
Fri., May 22	Spanish Language and Culture

All Exams Offer a June Makeup Date

- Reminder: If you have a conflict in May and don't use your May e-ticket, you'll automatically receive a June e-ticket for that exam.

- You'll also be able to request an e-ticket for June makeup dates if you have any disruption during your May exam.

- You'll receive your makeup e-ticket two days before your exam.

- There are more exam conflicts in June, and no additional scheduled make-up dates after June 1 - 5, so test in May unless it's not possible to do so.

Makeup			
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.**
Mon., June 1	United States Government and Politics Physics C: Mechanics	Human Geography Physics C: Electricity and Magnetism	Calculus AB Calculus BC Latin
Tues., June 2	English Literature and Composition Spanish Literature and Culture	Physics 1: Algebra-Based European History	Chemistry Physics 2: Algebra-Based
Wed., June 3	United States History Chinese Language and Culture	Environmental Science Computer Science A	Biology Art History
Thurs., June 4	World History: Modern Macroeconomics	Spanish Language and Culture Comparative Government and Politics	Statistics French Language and Culture
Fri., June 5	English Language and Composition German Language and Culture	Japanese Language and Culture Italian Language and Culture Microeconomics	Psychology Music Theory

Reminders About the Exam Schedule

- Each subject's exam will be taken **simultaneously worldwide. Your AP teacher or coordinator will help you identify your local testing time.**

- Students taking Art and Design: 2D, 3D, or Drawing, Computer Science Principles, Research, and/or Seminar won't take online exams. Portfolio submissions are due **May 26, 11:59 p.m. Eastern Daylight Time.**

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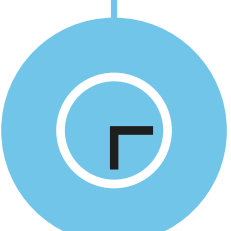
Online exams start at **your local equivalent** of 12 p.m., 2 p.m., or 4 p.m. Eastern Daylight Time.

You must calculate the start time for **YOUR** time zone.

For example, here are the Monday, May 18, AP Biology Exam local start times for students in three different time zones:

Los Angeles	New York (Eastern Daylight Time)	Madrid
11 a.m.	2 p.m.	8 p.m.

What to Expect on This Year's Exams

- **It won't be more difficult to earn a 3, 4, or 5 this year.** Even if an exam question seems more difficult to you than you expected, don't worry—difficult questions require fewer points to earn than easier questions require. So this year's scores will be very similar to prior years' scores. Just stay calm, read each part of the question, and simply show what you know and can do within the time you have.

- **AP Exams are never graded on a curve—and this year's exams are no different.** You're not competing against any other students. There's no maximum or minimum number of students who can receive a specific score. All students who earn the required points will get scores of 3, 4, or 5 this year.

- **Don't worry if you don't complete all parts of the question** before you need to attach and submit your response. To give students as many different chances to demonstrate what they know as possible, a question may have more parts than can be answered in the allowed time. You don't need to complete the entire question to get a score of 5, but you do need to submit whatever work you've done.
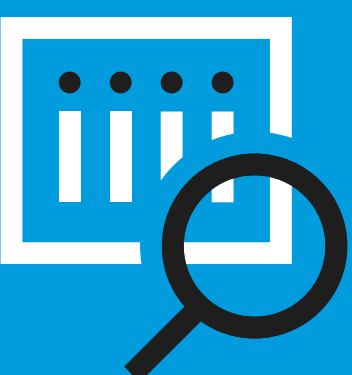
## You're an AP student—you're a resilient problem solver.

Remember that if you see part of a question that feels unfamiliar to you, stick with it. It may be asking you to use your knowledge and skills to analyze a new situation. So stay calm and look for ways to apply what you know to whatever you see on the exam.

What to Expect on This Year's Exams

Because creating a good testing environment at home is a challenge for some students, the exam is much shorter this year.

In a year when the exam provides you with fewer questions than usual to show the extent of what you learned this year, we want to ensure you have a fair opportunity to show what you know and earn college credit.

So AP teachers will have the chance to review your score and your exam responses this summer. If you don't receive a score of 3 or higher and your teacher is convinced you should have, your teacher will be able to engage with the AP Program's college faculty partners **to review and confirm your score,** ensuring it's fair and appropriate.
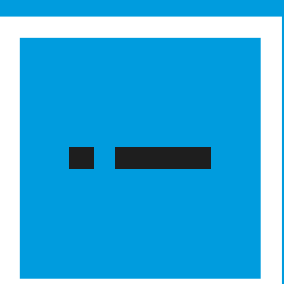
If you don't get a score of 3 or higher because of the shorter exam format, your teacher will be able to request a review and confirmation of your score.
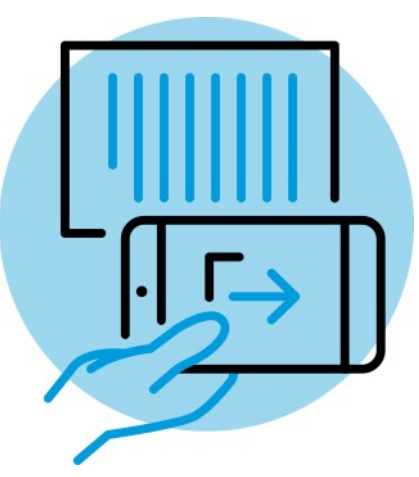
The exam questions are viewed by students in a web browser, like Chrome. Students type or write their responses outside that browser. They then choose from three options to submit responses:
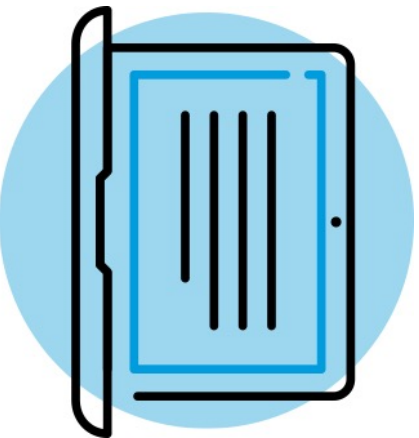
Copy and paste a typed response.
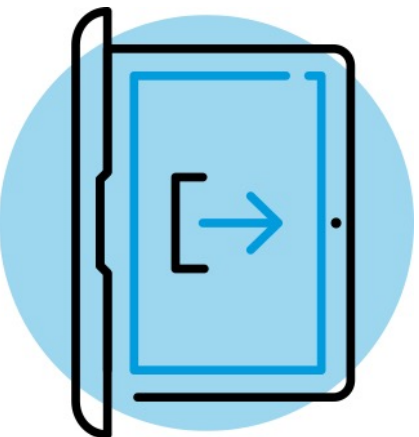
Attach a typed response.

Attach one or more photos of a handwritten response.

Music theory and world language and culture exams have specific requirements on slides 15-16.
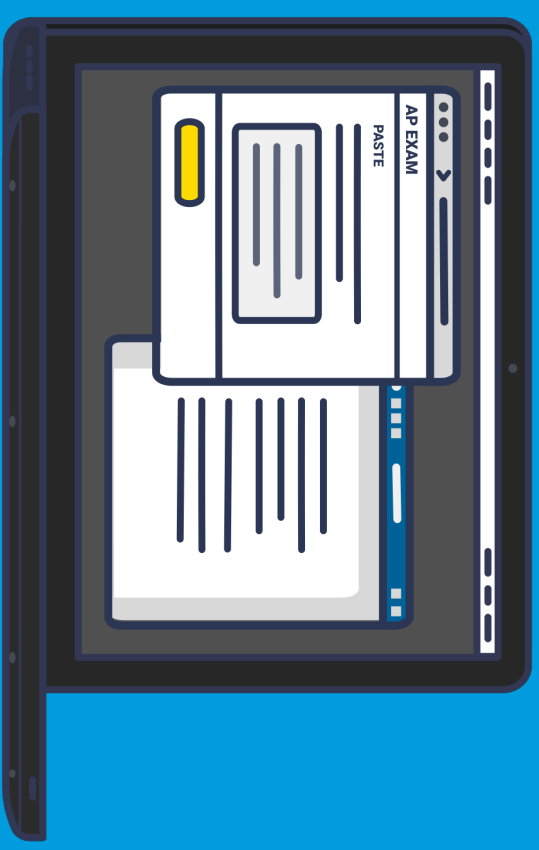
Option 1: Copy-and-paste a typed response, and then click **Submit**

- 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.

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

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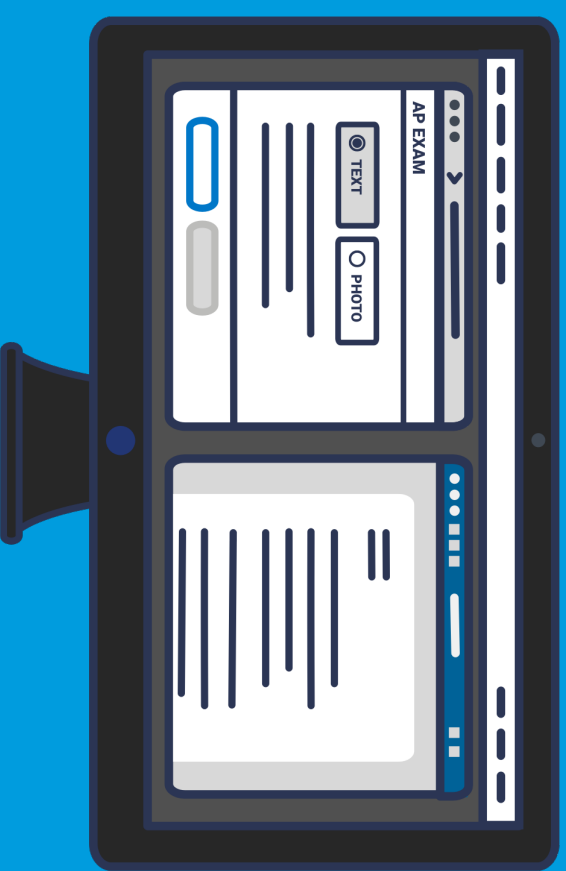
Option 3: Attach photos of handwritten response and then click "Submit"

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"

Music Theory Exam

Best device to use: smartphone or tablet

Before the exam:

- Print or copy by hand the **2020 Question 1 Music Theory Answer Sheet.**
Download at **cb.org/apexamdaydocs**. TIPS: Prepare extra answer sheets
in case of mistakes; have extra staff paper for scratch work.

- Make sure you have an **audio recording app or audio recording software,**
such as Recorder, Voice Memos, GarageBand (or Audacity, if you're using
a computer) to record your sight-singing performance.

On exam day:

- Copy by hand portions of Question 1 onto your answer sheet, and then
complete the question.

- Take a photo of your completed answer sheet, attach it, and click **Submit**
before time expires for Question 1.

- Follow the directions to record your melodies for Question 2, pausing
when instructed to ensure that both melodies are included in a **single
audio file.**

  - Accepted file formats: .m4a, .mp3, .wav, .ogg

- Attach your file, and click **Submit** before time expires for Question 2.

Detailed information about Music Theory exams is available at
**cb.org/apmusictheory**.
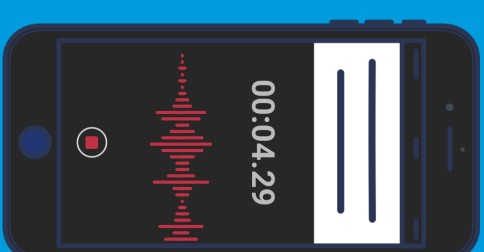
REMEMBER:

You must have your own recording app or software.

00:04.29

World Language Exams

Required device: iOS or Android tablet or smartphone; these exams CANNOT be taken on laptop or desktop computers

- World language and culture exams (Chinese, French, German, Italian, Japanese, and Spanish) consist of speaking tasks only.

- Before the exam, you must download the free AP World Languages Exam App—available in both the Apple App Store and the Google Play Store.

  - Practice using the app (before exam day, the app is in practice mode).

  - If asked, grant the app permission to access your microphone.

- Headphones with microphone are permitted but not required.

- Exam day readiness check:

  - Make sure your tablet or phone can access the internet by Wi-Fi or cellular data, has at least 30MB of available storage, and is charged to at least 25% battery or is plugged in.

  - Make sure the AP World Languages Exam App is <u>**closed on your device**</u> before you click your e-ticket to get started.

- Taking the exam:

  - Check in to your exam with your e-ticket on the device that has the AP World Languages Exam App installed. Complete any requested information.

  - When prompted, select **Start My Exam** to launch the app and complete your exam.

  - If asked, grant the app permission to access your microphone.

  - The app will automatically record your responses and submit them.
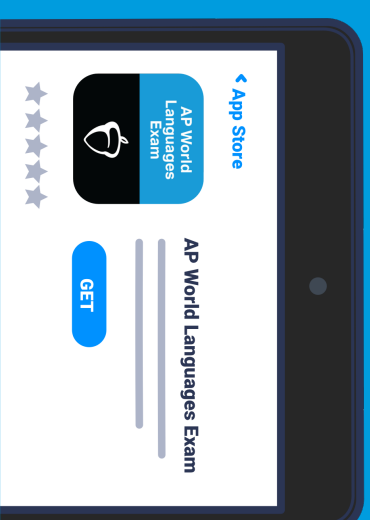
Practice with AP World Languages Exam App.

Available for download the week of May 11.

Learn More at **cb.org/apworldlanguages**

Testing with Accommodations

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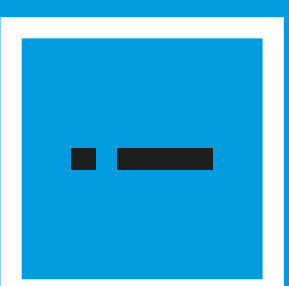
As always, students may **only** use accommodations that they've been approved for by College Board Services for Students with Disabilities (SSD).

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**

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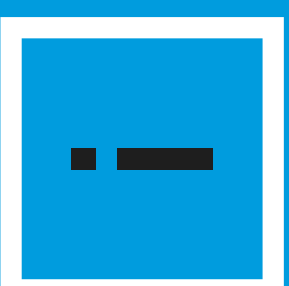
The makeup testing request form is ONLY for students who test in May, encounter issues, and need another opportunity to test.

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.
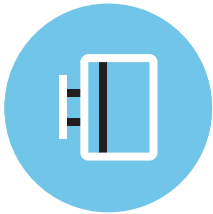
The exam screen will guide students step by step on test day from the moment they click their e-ticket. Most students will be able to navigate the test using only the information on the preceding slides.
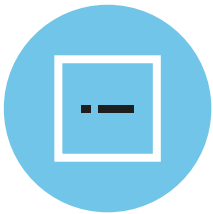
But unexpected events may occur when testing at home, and some students will benefit from additional preparation and technology checks.
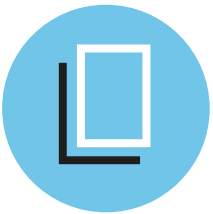
The remaining slides provide further details and tips. We encourage teachers and students to work through the remaining slides together to confirm readiness for at-home AP Exams.