

July 2020 Michigan Online Bar Examination

Frequently Asked Questions

June 12, 2020

Document will be updated as additional information becomes available.

Computer Requirements

1. Suitable computer

Applicants are solely responsible for procuring their own computers, securing a permitted location in which to take the exam, completing the exam in their own testing environment, and ensuring internet connectivity before and after each module of the exam. Each applicant will be video recorded during the exam sessions and use of the remote proctoring software is a consent to the use of video recording. All computers used for the remote exam must have audio and video capability. Any applicant having concerns about video monitoring may contact the Board and transfer, at no cost, to the February 2021 exam.

2. How do I know if my computer will work with the ExamSoft software?

You will need to check the required specifications on ExamSoft's website at:

Mac: <https://examsoft.force.com/etcommunity/s/article/Exemplify-Minimum-System-Requirements-for-Mac-OS-X>

Windows: <https://examsoft.force.com/emcommunity/s/article/Exemplify-Minimum-System-Requirements-for-Windows>

3. Does my computer have to have functioning video and audio?

Yes.

4. My computer meets the ExamSoft specifications but I am still concerned it will not work on exam day, how do I know it will?

You are required to take the mock exam to ensure your computer functions with the software and to become familiar with the features. As part of the mock exam, you will also submit your photo for the facial recognition software. If you experience difficulties while taking the mock exam, you need to contact ExamSoft at (866) 429-8889 x. 3 or <https://bar.examsoft.com>. The software can only be registered to one computer so it is extremely important to check the specifications. Anyone who does not complete the mock exam will not be allowed to take the bar exam.

For the July 28, 2020 exam, applicants will be provided with the phone number to contact ExamSoft if assistance is needed on exam day. The phone number will be included with the exam day laptop instructions that will be emailed to all applicants prior to the exam.

Software and Computer Related Questions

1. How do I register my computer?

ExamSoft will send everyone who registered for the exam an email with the registration information in the latter part of June. The registration email will go to the email address that was provided to the BLE. If you have changed your email address, please notify the BLE as soon as possible at BLE-INFO@courts.mi.gov.

2. Will it cost applicants more to use the remote proctoring software?

No.

3. What will the essay questions look like?

The essay questions will be attached in a PDF form to enable applicants to view the entire question rather than scrolling through a text box. Applicants will be instructed in the question section to use the attachment to access the question. You will be able to familiarize yourself with these features during the mock exam.

4. Can I use spellcheck?

No. Spell check is not enabled for any Michigan bar examination whether in person or remote.

5. Can I highlight within the questions?

No. Due to the software and the questions being in PDF format, there will not be an option to highlight within the questions.

6. Can I use scratch paper?

No. No papers or other foreign material is allowed at your workspace. There will be a pop up notes feature for applicants to use. You will have the ability to copy and paste from the notes section into your answer space.

7. Can I use an external keyboard or mouse?

Yes. Applicants can use an external keyboard and mouse the same as allowed when testing in person.

Exam Day Related Questions

1. Will the essay questions cover both the BLE Rule 3 topics and the MBE topics?

The exam questions are based on the BLE Rule 3 topics. No changes to the essay topics from prior exams have been made. Prior essay exam questions and examiners' analyses are posted on the BLE site to assist people with their studies under the past exams feature at:

<https://courts.michigan.gov/Courts/MichiganSupremeCourt/BLE/pages/admission-to-the-bar.aspx#test>. Please note that the examiners' analyses are NOT model answers. Due to the time constraint of approximately 20 minutes per essay question, the Board does not expect as complete an answer as the examiners' analyses. The examiners' analyses provide deeper guidance to the graders on issues being tested. Applicants are expected to identify the issues, applicable law, and provide analysis and a conclusion, which is the same as any prior exam.

2. If my computer malfunctions during the exam, will I be allowed extra time or a chance to take the exam later?

No. Due to the online nature of the exam, if there is a computer malfunction during one of the modules, the work completed up to the time of the malfunction will be graded. There is no ability to answer the questions later. It is critical to ensure your computer is in good working condition and to take the mock exam.

3. What if I lose my internet connection when taking the exam?

An internet connection is required to download each exam module and to upload your answers and video. During the exam itself, internet access is blocked. The Board will announce the upload deadline and this information will be posted in future FAQ documents and included with your exam day laptop instructions.

Rules

1. Is the exam open book?

No. *You may not access any outside information in any format to assist you.* No papers or phones are allowed in your work space.

2. Can I take the exam in a room with someone else?

No. You are required to take the exam in a room by yourself. A pet in the room or another person will cause the software's artificial intelligence to flag the video. Depending on the circumstances, this may be considered a cheating incident.

3. Can I get up to use the restroom during the exam module?

No. The exam modules are in one hour sessions consisting of three questions with a short break in between modules and a lunch break. The duration of the breaks between sessions and the lunch

break are yet to be determined by the Board. Examinees will be notified by additional updates of specific time details.

Miscellaneous

1. I am not a great typist and look at the keyboard a lot, will this create problems with the remote proctoring and artificial intelligence within the software?

Eye movements are tracked, however, an in-person review of the video and audio will be conducted for any “flags” that are raised. If someone is simply glancing at their keyboard to determine which keys they are hitting, this should be apparent during the in-person review of the footage.

2. My driver’s license photo is very old and does not really resemble my current appearance, what should I do so that upon review of my identification and facial recognition photo the Board knows it is me?

If your appearance has changed and you do not think you currently appear like your driver’s license photo, please send to the Board along with your driver’s license photo a more current form of photo identification such as your law school ID or employee ID.

3. Will there be timing adjustments or accommodations for those testing at home with children or other possible distractions?

No. Due to the nature of the exam, all applicants will start each module at the same time. Childcare and arrangements for other potential distractions should be made the same as would be required if you were testing in person.

4. I live with another person who will also be taking the bar exam, is this an issue?

As long as each person is in their own private room to take the exam, it is not an issue that two people residing together are taking the exam. The audio and video will verify that no collaboration took place.

5. Can I ask for clarification if I do not understand the final exam specific instructions that will be released by July 1?

Yes. Applicants are encouraged to contact the BLE at BLE-Info@courts.mi.gov if they are uncertain about any of the exam day instructions so that clarification can be provided. If there are multiple questions on the same topic, the FAQs will be updated.

This document will be updated on an ongoing basis. Additional updates will appear at the end of this document with the date the information was added.