**Edmund Burke Academy/Online Assignment**

**World Affairs**

**Karen H. Reeves**

**Book Exam**

**Below are the guidelines for your Book Exam. Please read and follow carefully BEFORE the exam day!**

* The Book Exam prompt will be open, on my website from **10:00 am to 3:00 pm** on **Monday, May 4th**. ***After 3:00 pm any submissions will be awarded a late grade. No papers will be taken after Tuesday, May 5th.***
* ALL book exams ***must be typed*** in **Word or Google Docs**! (I will not attempt to open any other platforms. Everyone has access to Google Docs.) ***If I have to send it back to you to resend, your essay will be counted as late.***
* I will **NOT accept pictures** or any other format. **The paper must be typed and emailed or brought to the school to turn in BEFORE 3:00 pm on May 4th.** After that, it is late.
* Your paper will be set up with the MLA header, double-spaced, 1” margins, in fonts Georgia or Times New Roman.
* Paragraphs should be indented but not numbered.
* You may use the **notes** you took while reading the book. **Notes must be turned in by the Friday, May 8th turn in date, clearly labeled with** **your name.**
* Book Exam = Test/Project grade
* Book notes = Daily grade

***If you have any questions about these instructions, I must hear from you BEFORE the day of the exam!***

***NOTE: Students who checked out a book from me may begin to turn those in on turn-in days (Mondays, Fridays). Please clearly label the book with your name, using either a post-it note or a piece of paper/note card inside the book. These are due not later than May 11th.***