Exam Date Poll Template

All questions are optional. Follow each question's directions.
Write your answers to the open questions in the space provided.

Please consider the three exam slots supplied by your instructor, labeled A, B and C. Every question is optional. The poll informs the instructor’s decision and does not confirm a date. Do not include grades, student IDs or private reasons for a conflict. Use the stated private route for individual arrangements.

Slot A: _____

Slot B: _____

Slot C: _____

Time zone and location: _____

1. Can you attend the full exam during Slot A, as described by the instructor?

- ○ Yes
- ○ No
- ○ I need to check

2. Can you attend the full exam during Slot B, as described by the instructor?

- ○ Yes
- ○ No
- ○ I need to check

3. Can you attend the full exam during Slot C, as described by the instructor?

- ○ Yes
- ○ No
- ○ I need to check

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4. Which of the three slots would you prefer?

- ○ Slot A
- ○ Slot B
- ○ Slot C
- ○ No preference among the slots I can attend
- ○ None of these slots works for me
- ○ I need to check

5. If you selected a preferred slot, how many other exams do you currently have scheduled on that same day?

- ○ None
- ○ One
- ○ Two
- ○ Three or more
- ○ I do not know yet
- ○ I did not select a preferred slot

6. Which scheduling detail most needs clarification before you can answer confidently?

- ○ Exam duration
- ○ Exam location
- ○ Time zone
- ○ Exam format
- ○ How the final date will be chosen
- ○ Another detail
- ○ No detail needs clarification

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7. What scheduling issue should the instructor review? Keep private reasons out of this response.