

INSTRUCTIONS FOR PROVIDING THE WRITING SAMPLE

1. E-mail your name and EID to Kathy Hansen at khansen@mail.nur.utexas.edu and indicate in the subject line “Undergraduate Honors Program.”
2. Anytime Spring semester before Spring break you may provide the writing sample when the Learning Center is open.
3. Check in at the Learning Center desk on the 5th floor of the School of Nursing. Get a testing tent and these instructions. Leave any study materials at the desk. You may have a pen or pencil and a sheet of blank paper during the test.
4. Log on to any available computer. Click “Start,” select “Tests,” and click on “Question*mark* Perception Test.”
5. Type in user name (UTEID) and **password (UTEID)**, click “Enter.”
6. Click on “Honors Essay” in the assessment list. A new page will open. On it will be a timer, a field for entering text, and a writing prompt. This prompt has been randomly selected for you from a dozen other prompts.
7. Next, from the Start menu, open Microsoft Word. In a new document, you will compose your essay of 600 to 700 words. To protect your work, you may want to save the essay to the desktop. (Make sure to put it in the trash and empty the trash when you’re done.)
8. If you have any questions about this process, ask the person staffing the library desk.
9. You are free to revise your essay within the time limits. When you are finished writing, copy the text from Word and paste it into the Question*mark* text field. Then click “Submit.”
10. Click “Home” to exit. (Make sure that you’ve put your essay in the trash and emptied the trash.)
11. Click “Yes” in the Question*mark* Secure dialog box to confirm exit.
12. Close the browser window to exit the testing program.

NOTE: Contact the SimLab staff for technical problems with the program by notifying the staff at the front desk.

If students around you are loud or distracting, please notify the person at the front desk immediately. We want your testing environment to allow you to focus on your writing.