Spring 2014
K201 Waiver Exam Announcement

Students that believe they have equivalent knowledge of K201 The Computer in Business material, may choose to take the K201 Waiver Exam. This two part exam is a two hour and thirty minute exam that contains 100 questions total. The exams consist of hands-on exercises in Excel and Access, as well as conceptual topics covered by multiple choice and true/false questions. The goal of K201 is to utilize the learned skills to solve a variety of business problems. As of Spring 2014 we are using a skills assessment software called SimNet 2013 (which simulates the Excel 2013 and Access 2013 environments in addition to the objective content).

If you pass the equivalency exam you will be WAIVED the requirement of taking K201. Waiving the requirement means you will NOT RECEIVE CREDIT for the course, but will be able to choose another Business course instead, to meet the overall required credits for the Kelley School of Business (KSOB) major.

Students must pass ALL THREE sections (Computer Concepts, Database and Spreadsheets) of the exam.

Computer Concepts, Database (Access) and Spreadsheets (Excel).
Content includes topics such as (but will not be limited to):

**Computer Concepts:**
- Internet and WWW;
- Applications Software;
- System Software;
- Looking at Computers (Parts);
- Input, Output & Storage;
- Networks and Security;
- Database Management;
- Mobile Computing
- Cloud Computing

**Access:**
- tables – designing and maintaining,
- queries – pattern match, list of values, and/or, parameter,
  calculated fields, aggregate functions…,
- forms and reports – including custom and design view settings.

**Excel:**
- formulas and functions – SUM, AVG, MAX, MIN, IF, PMT,
  SUMIF, COUNTIF, VLOOKUP…
- Charting, sparklines, pivot tables with slicer
  lists – sorting, filtering, subtotals, conditional formatting…
- multiple worksheets – linking and drilling formulas…
- macros – recording simple macros and creating a button
  naming ranges
- data table – one variable and two variable data tables
  scenarios
- goal seek & solver
Other Conditions:

- You can only take the K201 Equivalency Exam one time. If you do not pass you will be required to take K201.
- You cannot take the equivalency exam during a semester when you are enrolled in K201. If you are enrolled in K201 this semester, you must withdraw by the last day for full refunds so K201 does not appear on your transcript.
- You cannot take the equivalency exam if K201 appears on your transcript.

Cost:  $15 payable to the IUPUI Testing Center (check, cash, credit card or money order)

Signing up:
The IUPUI Testing Center is collaborating with the Operations and Decision Technologies department of the Kelley School of Business to offer the K201 Equivalency Exam.

- Visit the registration form at http://in-paii-tcweb.ads.iu.edu/external/k201/k201.asp
- OR Contact the IUPUI Testing Center at 274-2620 and ask to schedule the K201 Waiver Exam. Exam start times are between 9 a.m. and 2 p.m. Monday, Wednesday, Friday; Tuesday or Thursday 9 a.m. to 5 p.m.; and Saturday 8 a.m. to 2 p.m.
- There is a unique keycode required in order to create your SimNet account. This code will be available for FREE from the Testing Center Staff.

Exam Results:
When you complete the exam be sure that you choose Submit. The testing center assistant can help verify if necessary. After you have completed the exam, the Testing Center staff will notify the K201 Course Coordinator via e-mail that you took the exam. Within two weeks you will receive your exam results via your IUPUI e-mail account.

If you have any questions, please contact the K201 Course Coordinator:

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