

Exam type definitions

All of the exam types have set dates, and some have set hours.

Note: exam times are in GMT (Greenwich Mean Time)/UTC (Universal Time) and take Summer time (GMT+1/UTC+1) into account when appropriate.

| Assessment Type | Summary | Timeframe | Description |
|-----------------------------------|---|------------------|--|
| Open exam within 24 hours | To be completed at any point within 24 hours of start day and time | 24 hours | <p>The paper will be released at a specified day and time and then is available for 24 hours. The exam can be started at any time during the 24-hour period. Students should aim to spend no more time than that indicated on the exam paper. Students must complete and upload answers within the 24-hour exam period.</p> <p>Example: This means that if you are taking a 2-hour exam, the exam is designed to be completed within that timeframe and it will not necessarily help you achieve better grades if you take any longer than the time indicated on the exam paper. Note there may be individual alterations for additional time as assessed by the Disability Service (these must still be submitted before the 24-hour period is over).</p> |
| Timed exam within 24 hours | To be completed within a timed period chosen by student within 24 hours of start day and time | Duration of exam | <p>The paper will be released at a specified day and time and then is available for 24 hours. The exam can be started at any time during the 24-hour period. A timer will start when the student begins the exam. Students must complete and upload answers both within the timed period specified, and within the 24-hour exam period. The exam timer will not continue past the end of the 24-hour exam period, so students should start the exam as early as possible within the 24-hour period.</p> <p>Example: This means that if you are taking an exam stated as 2 hours long, you will have a 2-hour timed period in which to complete it from the moment you start. Where uploading of files is required you will have an additional 30 minutes to upload your answer files. Make sure to start with plenty of time to complete the exam within the 24-hour exam period, so for example you should begin a 2-hour exam at least 2.5 hours before the end of the 24-hour period (and preferably earlier). The exam is designed to be completed within the 2 hour period specified on the exam paper. Note there may be individual alterations for additional time as assessed by the Disability Service (these must still be submitted before the 24-hour period is over).</p> |

Timed exam - fixed start time

To be completed within a fixed and timed period beginning at the start day and time

Duration of exam

The exam will have a fixed start time and duration. Students must complete and upload answers within the time specified.

Example:

This means that if you are taking an exam stated as 2 hours long with a fixed start time, you must start it at the set start time stated in the exam timetable and will have a 2-hour window in which to complete it. Where uploading of files is required you will have an additional 30 minutes to upload your answer files. Note there may be individual alterations for additional time as assessed by the Disability Service.

Seen Exam - 24 hours to submit

To be submitted from pre-seen questions at any point within 24 hours of start day and time

24 hours

The questions will be released prior to the date of the exam by the School (who will confirm the release date). Note as this type of exam is designed for deeper answers which might require referencing and/or have a word count limit, further guidance about the nature of these exams will be given by your School prior to the exam or as part of the exam paper. Following the instructions on the exam paper, students will then have the entirety of the 24-hour period from the scheduled start time of the exam to upload their answers.

Example:

This exam type does not have any specified time to complete it. Instead, you are given the exam questions before the date of submission, and you work on them in your own time up until the day on which you must submit. It is up to you when and how long you work on your answer in the time between receiving the questions and the submission date. However, working more hours will not necessarily equal better grades. You should make sure to submit your answers well before the end of the 24-hour submission period.