

Department of Physics Semester 2 Formal Assessment

Guidance April/May 2021

Assessments will be set in a way that assures the quality of your degree programme and full validation of your degree classification, so that both you and potential employers are satisfied that under these challenging times the results awarded in 2020-21 remain at the highest academic standard. This means that the degree you will be awarded is approved by accreditation bodies, has been audited by external examiners and, most importantly, remains on a par with previous and future students graduating from the Department of Physics at the University of Strathclyde.

[Semester 2 Formal Assessments – your home environment and preparations](#)

- The University's Semester 2 formal assessment period is **Monday 19/04/2021 - Friday 21/05/2021 (inclusive)**. The assessment timetable will be available on the Physics Covid-19 page by 12th March 2021 and circulated via e-mail, though exact times need to be confirmed with the Faculty. The dates and times of each of your end-of-term assessments will also be communicated to you via the corresponding Myplace class. **Note that the assessment dates WILL NOT appear on your Strath APP!**
- If you undertake the assessment in another country you **MUST** access the assessment at the same time as it will be held in the UK. That may mean some students will need to access the assessment early in the day or late in the night – this is the accepted practice for any online assessment taken abroad.
- If required, you may be able to book a space on campus in which to take your assessment. This is likely to be limited and will need to be booked in advance. We will let you know as soon as we can confirm what space is available.

[The assessment paper: duration and format](#)

- All assessments will be conducted online via Myplace using the Myplace quiz format.
- All assessments will be set such that they should be able to be completed within 2 hours.
- All assessments will be open for a 3-hour duration. This extra time is to provide flexibility for home working and to cover potential internet issues. You must ensure that you start entering your answers well in advance of the end of the assessment.
- The recommended time adjustments agreed with Disability Services will apply for students with additional support needs.
- Assessments will be available on the relevant MyPlace class pages on the day of the scheduled assessment. Students who experience internet issues on the day of the assessment should contact the class lecturer as soon as the problem starts.
- The format of the assessment paper will be similar to previous years. It will contain two sections: Section A (40%) and section B (60%). Students should answer all questions in both sections.

- Solutions may be entered as text, numerical answers or multiple-choice type answers, or may require you to upload a scan or photo of your solutions and working, depending on the nature of the course material.

The type of assessment questions, and details of what to expect in each assessment, will be clearly communicated to you by the course lecturer(s) before the assessment. Where possible, they will also give you an opportunity to see the type of question you may expect.

- By submitting your assessment, you are indicating that this is your own work. You should not share or discuss answers by any means, including over email, online meeting (e.g. Zoom) or social media (e.g. Facebook messenger, WhatsApp or any other social platform) as this constitutes academic dishonesty. In cases where academic dishonesty is suspected, the Department reserves the right to require to hold an oral examination. Guidance on academic dishonest policy & procedures is available here:

<https://www.strath.ac.uk/sees/studentpolicies/policies/appealscomplaintsdiscipline/academicdishonestyguidance/>

How to mitigate internet problems and what to do in the event they disrupt completion of the assessment

Contact details to use in the event of internet problems affecting your assessment will be available on the relevant Myplace page. Please take a note of these BEFORE the day of your assessment.

1. Due to compatibility with Myplace, you are strongly advised to use Chrome, Firefox and MS Edge browsers (in that order). **Do not use Internet Explorer.**
2. When you access the Myplace assessment you will see that all of the questions are on a single page. **The first thing you should do is print a copy of this page.** This is probably best done by printing it to a PDF (Chrome offers this as a built-in feature on the print dialog), rather than "saving" the page. This means that you will have a copy of the paper for the entire duration of the assessment even if there are subsequent problems with the internet. If you are unable to access the Myplace assessment at the start of the allocated assessment period, please contact your lecturer immediately (contact details will be provided on the relevant Myplace page) and they will e-mail you a copy of the assessment. Due to the use of randomised variables in questions, this may differ from the assessment provided on Myplace **and so you must then provide your answers as scans/photos of your working and NOT via Myplace. Your lecturer will tell you how and when your answers should be submitted.**
3. Work through the questions, **making a clear note of your workings on a piece of paper as you go along.**
4. When you have answered the questions to the best of your ability, enter your answers into MyPlace and save regularly. To save your answers as you go along, please click on the "Finish attempt..." button at the bottom of the page and then click "Return to attempt" in order to go back to entering your answers. This step is to safeguard against momentary internet problems during the time that you are returning your answers.
5. When you are ready to submit your answers and finish your assessment, click "Submit all and finish". Note that once you submit, you will no longer be able to change your answers.

6. You will also have the option to upload a scan of the calculations you have done on paper. This is for your benefit. In the event of a mistyped answer having been entered, we will check these scans and potentially award partial credits.

There will be a separate Myplace link from the assessment for you to upload any calculations **not already uploaded** as part of the assessment.

This link will close 30 minutes after the end of the assessment (time adjustments as agreed with Disability Services will apply) and upload period (i.e. 3.5 hours after the start of the assessment).

7. If your internet fails, and you are unable to enter your answers via Myplace, you should send the lecturer a scan, or good quality photos, of your paper with all of your answers on it within 15 minutes of the closure of the assessment. If you are unable to send the material in this time frame, please contact your lecturer on the number provided to let them know. They will provide further instructions.

Personal Circumstances

- If students are unwell for any reason (not necessarily Covid-19) and cannot complete the assessment, the normal procedures apply with respect to submission of personal circumstances. Please see the University website for the latest information on Personal Circumstances, which will be taken into consideration before the exam board.
- During COVID-19 working conditions the self-certificate facility on Pegasus should be used to notify the University of all personal circumstances (including medical reasons) that affect your studies. Supporting evidence should be scanned and emailed to personalcircumstances@strath.ac.uk
- To add a self-certificate, log onto Pegasus> Personal tab > Personal Circumstances > ADD SELF CERTIFICATE.

<https://www.strath.ac.uk/sees/studentpolicies/policies/appealscomplaintsdiscipline/personalcircumstancesprocedure/>

If any student anticipates issues with undertaking remote assessment, please contact your year adviser:

physics-adviser-yr1@strath.ac.uk

physics-adviser-yr2@strath.ac.uk

physics-adviser-yr3@strath.ac.uk

physics-adviser-yr4@strath.ac.uk

physics-adviser-yr5@strath.ac.uk

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