FHS Mathematics and Statistics Part B 2020

Second Notice to Candidates
Trinity Term 2020

This notice summarises information about the examination. You should read this notice carefully. You should also make sure that you read the general information about the conduct of University examinations available online at: http://www.ox.ac.uk/students/academic/exams in conjunction with the dedicated advice page for students in relation to the Coronavirus pandemic: https://www.ox.ac.uk/students/coronavirus-advice.

Timetable
The timetable will have been sent to each candidate individually by the Examination Schools. It is your responsibility to ensure that you sit the correct examination and misreading of information will not be considered an acceptable reason for non-attendance. If you have not received your timetable, or discover any problems such as a clash of papers, contact your college as soon as possible. The complete timetable is also posted on the Examination Schools website http://www.ox.ac.uk/students/academic/exams/timetables.

Conduct of Examination Sessions
All papers will be sat online, as open book examinations. The time at which you should start your exam will depend on time zone and whether you have alternative arrangements approved and in place. Please follow the guidance provided on pp 6 – 7 of the Open Book Exams Guide for Candidates (https://www.ox.ac.uk/sites/files/oxford/Open%20book%20exams%20guide%20for%20candidates.pdf). Please note in particular that Penalties may be applied when marking your exam answers, if you start your exam later than the times detailed [in the guidance] and do not have approved alternative exam arrangements in place to start at different times.

We suggest that you get yourself set up at your work space 10-15 minutes before the start of each of your papers, as you would in Examination Schools. You should have with you your single sign on details (SSO) and link to the relevant WebLearn address (which will be sent to candidates by Exam Schools ahead of the day the exam takes place), to enable you to download and start your exam at the appropriate time. You can access the Assessment Page before your exam start time.

It is very important that you understand that your exam time will start as soon as you click on the link to your examination paper (PDF). Please don’t click on the link to open or download your paper until you are ready to start. This will be the equivalent of an invigilator saying ‘You may turn over the exam paper now.’

Please note the following during the exam:
Candidates will have access to book and online resources during their exams. However, any disclosure of the exam contents to anyone else via private message or public postings will not be permitted. Similarly, seeking advice from another person during the exam will be forbidden.

Candidates are responsible for submitting their own work. They should not receive assistance in the process; whether downloading, photographing scripts, or uploading.

There will be no invigilator to read out a list of instructions as there would be in Examination Schools.

Please read the cover page of your exam paper carefully to make sure you have understood all relevant instructions on how to complete your paper.

**Queries during the Examination**
If you believe that a question is incorrect or ambiguous, you may write on your script what your query is, and how you are interpreting the question.

**Scripts**
Students should use unlined paper (or equivalent on a tablet) to write out their answers. They should take careful note of the rubric for each paper.

The following instructions will be provided on the cover page of each exam paper; they are provided here so you are able to plan appropriately in advance of your exams. Please note that these instructions have changed significantly from what you might expect in light of exams being online and open book.

You should ensure that you observe the following points:

1. Write with a black or blue pen OR with a stylus on tablet (colour set to black or blue).
2. Write on one side of each sheet of paper only.
3. On the first page, write
   a. Your candidate number,
   b. The paper code,
   c. The paper title,
   d. and your course title (e.g. FHS Mathematics & Statistics Part B),
   e. But do not enter your name or college.
4. For each question you attempt:
   a. Start writing on a new sheet of paper,
   b. Indicate the question number clearly at the top of each sheet of paper,
   c. Number each page.

**Handing- in of Scripts**
Read this section very carefully.

5. Before scanning your work:
   a. Add to the first page, in numerical order, the question numbers attempted,
   b. Arrange the pages of each answer in the correct order,
c. Arrange the questions you have answered in numerical order,
d. Cross out all rough working and any working you do not want to be marked,
e. And orient all scanned pages the same way.

6. Submit a single PDF document with your answer for this paper.

7. Keep all original scripts until after exam results are published.

If you do not attempt any questions at all on this paper, you should still submit a single page indicating that you have opened the exam but not attempted any questions. Please make sure to write your candidate number on this single page.

Illegible scripts
Please write legibly and remember that you must not write in pencil. Examiners may require illegible scripts to be transcribed. The cost of transcription is charged to the candidate. If scripts are illegible due to the scanning process, examiners may request a second copy (note the above instruction to keep all original scripts).

Illness
If you are prevented by illness or other cause from attending any part of the examination you should ensure that the Senior Tutor of your college is informed immediately. In the case of illness a medical certificate will be required.

Notification of results
Further details on when results will be available will follow once the revised exam board schedule has been finalised.

Dr Neil Laws
Chair of Examiners
Mathematics and Statistics Part B
May 2020