

## Common Examination Descriptions

No equipment, electronic or otherwise should be brought into an examination venue that has any **auditory, communication** (to internet, other device, or person) or **storage capability** unless it is specifically indicated as permitted on the examination paper.

Please note that an exam format may contain multiple descriptions from the table below.

Exam description includes.	Student Information.
Aural	<ul style="list-style-type: none"> <li>Listening Examination</li> </ul>
Closed Book	<ul style="list-style-type: none"> <li>No reading materials are allowed into the examination</li> </ul>
Course File	<ul style="list-style-type: none"> <li>Hand written notes, printed notes, handouts, photocopies etc.</li> <li>No books or other formal publications</li> </ul>
IT lab	<ul style="list-style-type: none"> <li>Pre-organised PC or Online based examinations.</li> </ul>
Open Book	<ul style="list-style-type: none"> <li>Any printed original material in the format of a book or other formal publication may be used.</li> <li>No extract or copies may be used</li> <li>No hand written notes may be used</li> </ul>
Open Notes	<ul style="list-style-type: none"> <li>Student's handwritten notes only</li> <li>No extracts, photocopies, hand-outs, etc. may be used</li> </ul>
Optical Marks Recording (OMR)	<ul style="list-style-type: none"> <li>Standard multiple choice exam – no reading materials allowed into the examination</li> <li>Use OMR announcement (blue)</li> <li>Pre-printed OMR answer sheets must be given to specific students</li> <li>OMR exam papers, instructions and desk numbers should be put on desks in a "snake style format"</li> <li>Students will have been advised of their seat number</li> </ul>
Oral	<ul style="list-style-type: none"> <li>Spoken Examination</li> </ul>
Permitted Materials	<ul style="list-style-type: none"> <li>Only specified documentation allowed. This is identified on the front of the paper.</li> </ul>
Practical Lab	<ul style="list-style-type: none"> <li>Practical experimental lab ( exact materials allowed to be confirmed to students by module tutors)</li> </ul>
Presentation	<ul style="list-style-type: none"> <li>No invigilators required for SPORT/PSYCH exams.</li> </ul>
Pre-work	<ul style="list-style-type: none"> <li>Pre-set work must be handed in with the exam paper</li> </ul>
Restricted Notes	<ul style="list-style-type: none"> <li>Specified notes only (including previously issued case studies, handouts etc.)</li> <li>These <b>must</b> be attached to the back of the students answer booklet</li> </ul>
Restricted Open Book	<ul style="list-style-type: none"> <li>Only specified books or other formal publications – a list should be given to the co-ordinating invigilator with the exam stationery</li> </ul>
Seen	<ul style="list-style-type: none"> <li>Students have already seen the examination paper prior to the exam</li> </ul>
Unrestricted	<ul style="list-style-type: none"> <li>Any printed original material in the format of a book or other formal publication.</li> <li>Hand written notes, printed notes, hand-outs, photocopies etc.</li> </ul>
Written	<ul style="list-style-type: none"> <li>Standard written answer exam - no reading materials allowed into the examination</li> <li>Use standard exam announcement (yellow)</li> </ul>