**Summer University 2022 – Exam Guidelines**

For 2022, teachers may choose between two different exam types. You should choose the exam type that best corresponds to your stated learning objectives and your overall design for the course.

Please note that course descriptions are binding and that we do not allow changes after student registration has begun except in very exceptional circumstances.

**Exam Form A: Portfolio**

Students work on a series of individual written assignments throughout the teaching period. During the course, the assignments are uploaded in draft form to the online LMS system Brightspace for feedback (individual, group-based or peer feedback are all acceptable options). Students submit a finalized version for grading through WISEflow after the teaching is complete.

For 5 ECTS courses the portfolio should consist of at least two assignments and for 10 ECTS courses it should consist of at least three assignments (corresponding to one assignment per week of teaching). In the course descriptions, teachers should specify the maximum length of the final portfolio.

Grading is based exclusively on the final submitted portfolio.

**Exam Form B: Prerequisite Activities and Written 4-Hour Take-Home Exam**

Students participate in a number of compulsory activities throughout the course. These could be for instance group projects, small essays, programming exercises or oral presentations. Teachers should specify the requirements for each activity in broad terms (i.e. the length of a written exercise or oral presentation) in the course descriptions. The activities are not graded – and do not form part of the overall assessment for the course – but students must complete them in order to participate in the final exam. The final exam will be a time-constrained take-home paper of 4 hours.

Grading is based exclusively on the final 4-hour take-home exam.

**Re-Take Exam**

Danish students have a legal right to three exam attempts and we must therefore offer them the opportunity to do a re-take exam if they fail or are unable to participate in the ordinary exam. For both exam form A or B, the re-take format is the same: a take-home paper of maximum 36.000 characters (including blanks). This corresponds to approx. 15 pages. The administrative staff will complete this part of the course description.

**Attendance requirement**

For both exam form A and exam form B, students should be present for at least 80 % of classes. If they are not, the will lose one of their three exam attempts and will have to do the re-take exam instead.