
AU SUMMER UNIVERSITY

EXAM MEETING

6 MAY 2026

AGENDA

- Overview
- AU Summer University 2026
- Attendance
- Exam and Grading
- Feedback
- Evaluation
- Checklist, overview & schedule
- Questions

OVERVIEW

- ❑ **May 6: Exam meeting**
- ❑ May 20 deadline to send in exam questions (only for the 4-hour exam) and one reexam question (for all courses)
- ❑ June 1 application deadline students
- ❑ Early June, students will be on Brightspace (LMS),
- ❑ You are on Brightspace already (Instructions will be sent shortly)
- ❑ July 6 term 1 begins
- ❑ July 27 term 2 begins
- ❑ Exams, grading, evaluation

FACTS



AU Summer University 2026 – still counting

Approx. 2000 students –700 internationals
All On-Campus
60 nationalities

For students:

- ✓ All courses in the same area
- ✓ Student housing through AU
- ✓ Social programme throughout course
- ✓ Events like free popsicles
- ✓ Help desk

COURSE TERMS, TEACHING DATES & SCHEDULE

AU Summer University runs in two terms, Term 1 and Term 2 (but each course only runs in one of the terms)

For all courses (5 ECTS), you are expected to teach from 9 am to 1 pm on all weekdays during the term.

ATTENDANCE

Notice that there is an 11/13 day mandatory attendance requirement for the students. It is therefore very important that you take attendance each day. A separate tool (Qwickly) is set up in the LMS system (Brightspace) that you should use. We will send guides and instructions on this later.

After the last lecture of the course, we will automatically remove students from the exam list who have more than two days absence. They are not allowed to do the exam and will have to do a reexam instead.

EXAM AND GRADING

2 TYPES OF EXAM

- Portfolio exam
- 4-hour, take-home exam

THE PORTFOLIO EXAM

1. Individual written assignments submitted during the teaching period

- Assignments submitted during the teaching period are drafts or works-in-progress toward the final portfolio. They should:
 - Respect the course description and formal requirements (length, etc.) in the [AU course catalogue](#)
 - Match the course level, for example, BA or MA
 - Require substantive work and analysis, going beyond reproducing slides/readings' content
 - It is not appropriate to have presentation slides as an assignment
- Students receive **collective feedback** during the course. Individual feedback on the assignments during the teaching period is not expected.

THE PORTFOLIO EXAM

2. **After the teaching period, students submit all assignments together in one revised and finalized version for grading.**
 - Portfolio submission deadline is Friday after last class @ 12 (noon) CEST, via Wiseflow
 - Grading is based exclusively on uploaded portfolio
 - Oral presentations cannot be part of the portfolio

THE 4-HOUR, TAKE-HOME EXAM

Students participate in several compulsory activities throughout the course

- Requirements for each activity are stated in the [AU course catalogue](#) - it is important to stick to them
- The compulsory activities are not graded and do not form part of the overall assessment
- However, students must complete them to participate in the final exam
- In this sense, the assignments function as the students' tickets to the exam.
- Feedback on compulsory activities is strongly encouraged.
- Grading is based exclusively on the final **4-hour take-home exam**

Final exam

- It takes place on the Tuesday after last class, from 9 AM to 13:00 CEST, via **Wiseflow**.
- The lecturer has to be available for clarifying questions **during the first hour** (phone or email)
- Exam and re-exam questions must be sent to Summer University by **June 1st** at summeruniversityquestlecturers@au.dk

PREREQUISITES FOR EXAM PARTICIPATION

	Portfolio exam	4-hour, take-home exam
Assignments/Compulsory activities		X
11/13 days attendance	X	X

- It is **lecturer's responsibility** to monitor the students' fulfillment of the relevant prerequisites according to the exam type in your course.
- Please **notify** summeruniversityguestlecturers@au.dk if a student does not fulfill the requirements.
- If the prerequisites for examination participation are not fulfilled:
 - The student must submit a **critical reflection** on the course's curriculum (max. 22,000 characters)
 - The reflection must be meaningful in relation to the missing prerequisite, but it is **not graded**.
 - The AU Summer University team assesses whether the reflection qualifies the student for re-exam participation. **Lecturers are not involved** in this last part of the process.

RE-EXAMS

- “Danish” students have a legal right **to three exam** attempts. Therefore, students who fail or cannot participate in the ordinary exam must be offered a re-take exam.
- The re-take exam is a take-home exam of maximum **36,000 characters including spaces**, corresponding to approximately **15 pages**.
- Students have **1 week** to complete the re-exam. Please consider this when formulating the exam questions.

RE-take dates:

First retake: October 27, 2025 @ 12.00 (noon) to November 3, 2026 @ 12 (noon), via Wiseflow

Second retake: January 30, 2026 @ 12.00 (noon) to February 6, 2026 @ 12.00 (noon), via Wiseflow

AU'S STANCE ON GENERATIVE AI IN EXAMS

The students are allowed to use Generative AI, such as ChatGPT or similar, during exams at Aarhus University, unless it is otherwise specified in the course description.

The students must, if they use GAI, submit a declaration that contains the following:

- 1: confirmation that they used GAI
- 2: the name of the GAI applications they use (ChatGPT, Copilot, Bing etc)
- 3: an explanation of how they used the applications in the exam paper

There will be a template for the students to fill out in Wiseflow, which will be handed in along with the exam paper.

WHAT CAN YOU DO?

Think about the exam questions carefully

- with the right prompts, Generative AI can do an OK job at answering questions about broader, more generic topics and/or established theories

Suggestions:

- Use (longer) cases with questions that require a certain degree of analysis and use of the case (as opposed to more generic questions)
- Ask questions that refer to activities in the classroom (e.g. examples/cases)
- Require answers to refer to the curriculum

USING GENERATIVE AI IN TEACHING

- AU allows, but do certainly not require the use of Generative AI in teaching
- Good practice would be:
 - Take an explicit stance about the use of AI chatbots in your course
 - e.g. whether you will use it and/or expect them to use it, and if so for which activities and parts of the learning process
 - Communicate it explicitly to the students in the beginning of your course
 - Most students are resilient if we make clear what the expectations are!
 - Remember that students come from all over the world, hence their knowledge of/exposure to/ability to use Generative AI is likely to vary greatly

AFTER THE EXAM

- Download the submitted exams directly from Wiseflow
- Automatic plagiarism check via URKUND
- Grading
 - The grade must be typed directly into Wiseflow
 - In this [guide](#), you can learn how to register grades in WISEflow
 - In this [video](#), you can learn how to register grades in WISEflow

THE DANISH GRADING SCALE

	Grade	Description	ECTS
5 passing grades	12	For an excellent performance displaying a high level of command of all aspects of the relevant material, with no or only a few minor weaknesses.	A
	10	For a very good performance displaying a high level of command of most aspects of the relevant material, with only minor weaknesses.	B
	7	For a good performance displaying good command of the relevant material but also some weaknesses.	C
	4	For a fair performance displaying some command of the relevant material but also some major weaknesses.	D
	02	For a performance meeting only the minimum requirements for acceptance.	E
2 failing grades	00	For a performance which does not meet the minimum requirements for acceptance.	Fx
	-3	For a performance which is unacceptable in all respects.	F

The Danish grading scale is an **ABSOLUTE** scale

- Grades are **not** normalized
- Yet, we aim at a somewhat normal distribution, even though grades are not normalized
 - Please, think carefully about the exam questions and level of difficulty

EXAMS AND GRADING

- Crucial to remember to stick with your course description
 - Grade should reflect the student's **ability to fulfill the learning goals**
 - E.g.: the ability to fulfill the learning goals is good with some weaknesses = 7
- **One final grade** is given
 - Grading is only based on the exam submission and is an overall assessment
- Students may receive feedback on assignments/specific exam questions, but not grades for each individual assignment/exam question (since there is only one grade)
 - Refrain from giving students indicative or partial grades
- No group grades
 - Important to be able to individualize a student's performance

UPON PUBLICATION OF GRADES

Requests for feedback:

- Students have the right to get feedback on their exams
- We expect that feedback on the exam is provided if asked for
 - You can also e.g. upload a guided solution on Brightspace if you wish
- It is ok to explain the grade to a student, but you must NOT change the grade

Student complaints:

- If a student thinks that the grade is unfair, they can file a formal complain
- Contact/refer students to the Summer University Administration

EVALUATIONS

EVALUATION

- Student standard **academic course evaluation**, will open second last day of class, results are available via Brightspace
 - It is expected that you briefly discuss the results with the students last day of class
 - Schedule 10 mins for evaluation during second last day of your class to ensure high response rate
- **Your evaluation of the AU Summer University services** (we will send this to you after the event)

CHECK LIST COURSE

- Stick to course description
- Let administration know if student does not live up to requirements
- Urge students to evaluate in Brightspace (second last day)
 - A high response rate is in your interest.
 - Comment on report last day of class
- Grade in Wiseflow

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- ❑ Can also be found [here](#).

QUESTIONS?

