To do this week:

- Check your Central Assessment timetable:
  You may have received a timetable email on 28 February. If so, don’t forget to check your assessment dates and add them to your calendar. If you were expecting to receive a Central Assessment Timetable and have not, please contact your department. Your department will also advise you on when any departmentally-managed assessments may take place.

- Apply for reasonable adjustments if you need them:
  You are encouraged to take reasonable adjustments into account if you believe you might impact on your ability to perform in assessments, you can apply for reasonable adjustments to your assessment(s) by 11 April, 4pm (BST - UK time).

What you need to know:

When does this guidance apply?

Any assessments taking place on the AssessmentUCL platform will follow the guidance set out in these emails and on the Exams and Assessments Hub. Your department will advise you on what guidance you should follow for any assessments you may be required to take on another platform (e.g. Moodle, Crowdmark).

Different types of assessments:

There is more than one way you can be assessed online at UCL. Not all of these are like the ‘traditional’ face-to-face exam format. They include:

- Controlled condition exams (short, timed online exams of up to four hours duration)
- Take-home papers
- In-class tests and quizzes
- Practical exams
- Dissertations/Research Projects
- Coursework

The assessment regulations explain everything that you need to know about how to complete each type of assessment.

It is important that you read the full the guidance for your type of assessment.

Read the regulations for your type of assessment(s)

Key dates:

- Timetable released: 28 February 2022
- Deadline to apply for Reasonable Adjustments: 4pm, 11 April 2022
- Central Assessment period: 25 April – 27 May 2022
- Results: 7 July 2022

Academic Integrity:

What do we mean and why is it important?

Understanding Academic Integrity and demonstrating good academic practice is an important part of preparing for assessments at UCL.

Academic Integrity means being honest in your academic work, and making sure that you formally recognise and reference the existing knowledge and ideas on which your work is based.

If you don’t acknowledge the work or ideas of others, you could be penalised for Academic Misconduct, which is defined as any action or attempted action that may result in you obtaining an unfair academic advantage.

Academic Misconduct can be accidental or intentional – it is your responsibility to understand and demonstrate good academic practice.

Complete the Understanding Academic Integrity online course

Helping you get ready

Effective revision and assessment planning:

- Revision strategies and tips for maintaining your motivation, organisation and concentration ahead of your assessments.

See Support during your assessments for guidance on how to direct your questions on the day of an assessment. Do NOT contact your department or tutors to report these issues as they will not be able to resolve them.

An archive of these emails will be available from the Exams and Assessments Hub.