# 12 Apr Exams reminder email to students

Dear **First Name,**

This email contains important information on your centrally managed exams for summer 2020-21. This includes how to access your exam timetable, how to check you have access to all your exam instances, and a practice exam in AssessmentUCL.

The main examination period for centrally managed exams is 26 April – 28 May 2021. This is for all exams showing on your exam timetable only.

## Viewing your Exam Instances in AssessmentUCL

You should now be able to view all the exam instances listed in your exam timetable within AssessmentUCL. You will be able to do this by completing the following steps:

* To view your exam instances go to [AssessmentUCL](https://uk.wiseflow.net/ucl) and select the login ‘eduGAIN’ button to be taken to the UCL sign in page
* Log in using your UCL username and password
* On the ‘Your Overview page’ you should see a list of all your exam instances.
* Each exam instance will include the Module Code and Title of your Exam, including the date and time of exam release.
* Cross check against your exam timetable (see below for more guidance) to ensure all your exam instances are listed in AssessmentUCL with the dates and times you are expecting.

If you think you have 1 or more exam instances missing please contact the exams team via [askUCL](https://www.ucl.ac.uk/students/askucl). You should include module code of the exam that you have a query on.

## Practice exam

In order to ensure that you are familiar with AssessmentUCL and are fully prepared for your exams, you have been given access to the practice exam, titled ‘Practice Online Exam’.

It is essential that you complete this practice exam at least once using the device that you plan to use during your exam.  If you wish, you can complete the practice exam multiple times as we have enabled the ability for you to withdraw your submission for this purpose.  Please note that on the day of your exam you will NOT be able to withdraw your submission so please check you have uploaded the correct document before submitting.

Please log on to [AssessmentUCL](https://uk.wiseflow.net/ucl) to complete your practice exam.

For more information on how to complete your practice exam please visit the [practice exam section of our exam pages.](https://www.ucl.ac.uk/students/exams-and-assessments/exams/exams-ucl-2020-21#Practice%20exam)

## Accessing your exam timetable

You can view your exam timetable using the [Exam timetable system](https://exam-timetable.ucl.ac.uk/). For information on how to view it please visit our [exam timetabling webpage](https://www.ucl.ac.uk/students/exams-and-assessments/exams/timetables-and-venues/how-view-your-examination-timetable).

If you have any queries, please contact the Examinations Team via [askUCL](https://www.ucl.ac.uk/students/askucl)

## **Get connected at UCL**

There are several different options to help you get online and access AssessmentUCL if you are having any connection issues. These include:

* Using a [public BT Wi-Fi betwork for free without a BT account](https://www.ucl.ac.uk/isd/services/get-connected/wi-fi/bt-wi-fi). This is a new service for UCL students and staff which can be accessed anywhere there is a BT Wi-Fi access point. All you need is your UCL username and password and VPN (Virtual Private Network) client.
* Using [China Connect](https://www.ucl.ac.uk/isd/services/get-connected/china-connect). This is a service for students studying remotely in China to ensure they have reliable access to teaching and learning resources.

For more information on different options for getting online at UCL please visit our [Get Connected pages](https://www.ucl.ac.uk/isd/services/get-connected/china-connect).

Kind regards

UCL Examinations