

## COVID-19

### Student FAQs - Exams and assessments

We will not be holding any examinations for the rest of this academic year.

This applies to all exams, including those scheduled in the referral period.

Exams will be replaced by alternative assessment. You will be contacted by your tutor/programme team by email or on Canvas over the coming days to advise you on the exact format of this - it will depend on your course.

If the programme is accredited or regulated by a professional, statutory and regulatory body (PSRB) then, possibly, an alternative assessment may not be permitted. In such circumstances, a decision will be made on a case-by-case basis, as informed by the requirements of the PSRB.

You will also be advised on the timing of your assessment. This must be completed in the period that the module you studied was delivered (e.g. within the same semester).

Assessments cannot be postponed or rescheduled to the following academic year 2020/21 unless it is deferred for individual students in line with university policy/regulations.

#### **Face-to-face teaching finished before all the material needed for the exam was covered. What should I do?**

Although we will not be undertaking face-to-face teaching, you will still receive instruction, materials and support in respect to all your modules from the relevant Canvas sites. There may be changes to assessment so you do need to check on Canvas for information and guidance. Please make sure you regularly log onto the Canvas site, as your lecturers will be updating them.

#### **How do I get in touch with my tutor now that face-to-face teaching has finished?**

The best way to contact your tutor is via email or through Canvas. Your tutor will use the out of office reply to let you know if they are unable to take your message. Please be patient and give tutors time to respond, as they will be dealing with multiple queries. Before emailing please check FAQs and the Canvas site for your module as the information you need may already be posted.

#### **What will happen to exams or presentations?**

The university will continue to take advice from public health professionals regarding the scheduling of core university activity that require people to congregate. This will include including exams, performance and presentations. You will be informed of any changes.

#### **When will I be told about the format of my exams/assessments?**

This is a rapidly developing situation and tutors will get the information to you as soon as possible. Please regularly check Canvas and your LJMU email account for updates.

### **How will I manage assessment if I need to self-isolate?**

If you are self-isolating and unable to access the resources to complete and submit an assessment please complete the online personal circumstances form, which is available via the MyLJMU Portal. Medical evidence will not be required.

### **What do I do if I am ill around the assessment deadline?**

If you are ill, please complete personal circumstances form. You will not need to submit medical evidence.

### **What do I do if I am unable to get on line to submit my work?**

We recognise that there may be issues with connectivity and we do not want any student to be disadvantaged. If you find yourself in this situation, please contact the module leader or another member of the teaching team to inform them of your difficulties. While they will not be able to resolve the issues, they will be able to register your situation. Some university facilities will be open where you can have full access to IT.

### **What does alternative assessment mean?**

Alternative assessment is simply a different method for assessing a module, for example, an essay instead of an exam. Please be reassured that all work submitted for assessment will be marked to the required academic standard and level as before.

### **I cannot find where to submit my assignment on Canvas**

Canvas can be accessed outside of the LJMU via the MyLJMU portal <https://my.ljmu.ac.uk>. Submission for all modules is in 'assignments' on the left hand menu of each Canvas module site. If no information is available, please contact the module leader.

### **Who do I contact for assessment support?**

If you need help with your assessment, please contact the academic who has set the assessment. If they are not available, please contact the module leader.

### **When will I get my feedback?**

Normally you would get your feedback in 15 working days. However, in exceptional circumstances there may be a delay. Please note that presentation of feedback may differ from standard practice.

### **Will there be a graduation?**

The university will continue to take advice from public health professionals regarding the scheduling of core university activity that require people to congregate, such as graduation. Please check the website regularly.

### **I have an Individual Student Learning Plan (ISLP) will this make any difference**

As is current practice you will be offered assessments in line with your specific needs.

**I am a postgraduate research student, can I still come into the university and access the facilities?**

Yes