



FINAL HONOUR SCHOOL OF MATHEMATICS, 2021

PART C

Second Notice to Candidates

This notice summarises information about the examination. You should read this notice carefully. Details include:

1. Practical arrangements.
2. Procedures in the case of illegible or incomplete scripts, and illness.
3. Notification of results.

You should also make sure that you read the general information about the conduct of University examinations available online at: <http://www.ox.ac.uk/students/academic/exams> in conjunction with the dedicated advice page for students in relation to the Coronavirus pandemic: <https://www.ox.ac.uk/students/coronavirus-advice>.

Timetable

The timetable will have been sent to each candidate individually by the Examination Schools. The timetable is also posted on the Examination Schools website:

<http://www.ox.ac.uk/students/academic/exams/timetables>.

Conduct of Examination Sessions

All papers will be sat online, as open book examinations, using the University's Inopera platform.

The time at which you should start your exam will depend on time zone and whether you have alternative arrangements approved and in place. Please follow the guidance provided in the *On the day of your exam* section on the Inopera webpage (<https://www.ox.ac.uk/students/academic/exams/open-book/trinity-term>).

Please note in particular the **Penalties for late exam responses** section which applies to handwritten and mixed mode exams. Please also take the time now, before your first exam, to read and understand the [University's honour code](#) which governs online open book exams.

The department maintains a webpage with useful information on how to prepare for your exams: <https://www.maths.ox.ac.uk/members/students/ugomms-trinity-term-2021-examinations>.

In particular, please familiarise yourself with this compiled list of questions and answers https://www.maths.ox.ac.uk/system/files/attachments/Exam_preparation_TT21.pdf and make sure you read on how to ensure you avoid plagiarism.

We suggest that you get yourself set up at your work space 10-15 minutes before the start of each of your papers, as you would in Examination Schools. You should have with you your single sign on details (SSO) and link to the Inopera remote examinations platform, to enable you to start your exam at the appropriate time. You can access the Inopera Dashboard before your exam start time.

It is very important that you understand that your exam time will start as soon as click on the *Start Test* option in Inspira. This will be the equivalent of an invigilator saying 'You may turn over the exam paper now.'

Please note the following during the exam:

Candidates will have access to book and online resources during their exams. However, any disclosure of the exam contents to anyone else via private message or public postings will not be permitted. Similarly, seeking advice from another person during the exam will be forbidden.

You may freely consult your lectures, lecture notes and problems sheets from this year. If you use another source, such as material found online or in a book, then you should briefly acknowledge this, but you do not need to give a full formal reference. If you use software to help with a calculation or similar, then you should mention that this is what you have done. You should not simply copy a large section of material from an online source or book, but it is perfectly acceptable to use for example a standard phrasing of a result contained in your lecture notes.

Candidates taking handwritten and mixed mode exams are responsible for submitting their own work. They should not receive assistance in the process; whether downloading, photographing scripts, or uploading.

There will be no invigilator to read out a list of instructions as there would be in Examination Schools. Please read the cover page of your exam paper carefully to make sure you have understood all relevant instructions on how to complete your paper.

Queries during the Examination

If you believe that a question is incorrect or ambiguous, you may write on your script what your query is, and how you are interpreting the question.

Students should use unlined paper (or equivalent on a tablet) to write out their answers. They should take careful note of the rubric for each paper.

Rubric

The following instructions will be provided on the cover page of each exam paper; they are provided here so you are able to plan appropriately in advance of your exams. Please note that these instructions have changed significantly from what you might expect in light of exams being online and open book.

You should ensure that you observe the following points:

1. Write with a black or blue pen OR with a stylus on tablet (colour set to black or blue).
2. On the first page, write
 - a. Your candidate number
 - b. The paper code
 - c. The paper title
 - d. and your course title (e.g. FHS Mathematics Part C)

- e. But *do not* enter your name or college.
3. For each question you attempt
 - a. Start writing on a new sheet of paper
 - b. Indicate the question number clearly at the top of each sheet of paper
 - c. Number each page.

Handing-in of Scripts

Read this section carefully

4. Before scanning and submitting your work,
 - a. on the first page, in numerical order, write the question numbers attempted,
 - b. cross out all rough working and any working you do not want to be marked,
 - c. and orient all scanned pages in the same way.
5. Submit all your answers to this paper as *a single PDF* document

If you do not attempt any questions at all on this paper, you should still submit a single page indicating that you have opened the exam but not attempted any questions. Please make sure to write your candidate number on this single page.

Illegible scripts

Please write legibly and remember that you must not write in pencil. Examiners may require illegible scripts to be transcribed. The cost of transcription is charged to the candidate. If scripts are illegible due to the scanning process, examiners may request a second copy. Please keep all the original scripts until after exam results are published.

Illness

If you are prevented by illness or other cause from attending any part of the examination you should ensure that the Senior Tutor of your college is informed immediately. In the case of illness a medical certificate will be required.

Notification of results

The examiners hope to finalise the class list on Monday 12th July. After the 12th July, to find out your results you may log on to the Student Self Service at www.evision.ox.ac.uk, using your Oxford Single Sign-On. Neither Schools staff nor Mathematical Institute staff can give results over the telephone.

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Chair of Part C Examiners
Mathematical Institute
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