

Quiz Instructions

GENC3004 Personal Finance

Please put these dates in your calendar now (with reminders)!

Quiz	Available*	Due*	Units Assessed	Questions
1	9.30am Mon 4 Dec 2017	9.30am Mon 18 Dec 2017	1 to 9	15
2	9.30am Mon 4 Dec 2017	9.30am Mon 15 Jan 2018	10 to 13	15

* All times are Sydney time

- The **objective** of these quizzes is to test whether you have achieved the learning objectives of the corresponding units.
- The quizzes are an **individual assessment**. Seeking assistance from anyone else or providing assistance to any other student constitutes academic misconduct and will be taken seriously by the university. Posting questions and/or answers to the quizzes in forums or other publically available locations constitute a breach of copyright and is also academic misconduct. It will result in failure for this course and further action may be taken by the university.
- The quizzes will be performed online on the **course website** under the 'Assessments' section.
- The quiz may be started at any time between the 'Available' and 'Due' dates listed above. Once started, you will have **2 hours** to complete the quiz. If you leave the quiz during this 2 hours, then the time will still count down. If you start the quiz with less than 2 hours remaining before the due time, then you will have until the due time to submit the quiz (which will be less than 2 hours).
- You are responsible to make sure that your computer is in **working order** for this quiz. No special consideration will be granted if your computer has problems during the quiz. It is suggested that you have a backup device (such as a tablet) ready in case your primary device fails during the quiz.
- If the quiz is not working correctly for you, try using a different browser such as Chrome or Firefox.
- If you have a **special consideration** issue for a pre-existing condition that may affect this assessment, then you should apply for the special consideration with the university and notify the lecturer by email by the end of week 1 of session.
- The penalty for **late submission** of an Online Quiz is a mark of zero for that quiz. If Special Consideration is applied for and granted then you may be entitled to a supplementary quiz or the assessment weight of your other quiz may be adjusted. Supplementary quizzes will be run at the end of session during the exam period.
- The questions in your quiz are drawn **randomly** from a pool of questions. You will receive a different set of questions from other students. For an individual question, the numbers used in your question will be different from those used for other students and so the correct answer will also be different.
- You can move **backwards and forwards** through the questions in Moodle at any time. When you move to a different question, any answer that you have entered is automatically saved.

- Note that provided that the online test is still available and not yet 'submitted', you can **correct any previously saved answer**. After you have read the final question, you will find two buttons in the bottom right hand corner – 'save' and 'save and submit'. You may save your answer to the final question by clicking on the 'save' button and then go back and review your other questions. Do not click the 'save and submit' button unless you have completed the online test and want to get it graded.
- You can submit each online quiz only **once**.
- The questions will be a mix of **multiple choice** and **calculation** questions. Calculation questions will include a problem in which you must make a calculation and provide an answer.
- Your final answer should be **rounded** using the instructions provided in the question. Do not include currency symbols (\$) or percent signs (%) in your answer. The question will also indicate the number of decimal points to which you should round your answer. You should round to the nearest number. If the question indicates that you should round to 2dp (2 decimal places) then an answer of \$5.232 would be rounded down to 5.23. An answer of \$5.237 would be rounded up to 5.24. For a percentage answer with 2dp, an answer of 5.232% (or 0.05232) would be entered as 5.23 without the percent sign. An answer of 5.237% (or 0.05237) would be entered as 5.24.
- The correct answer will have a small amount of **tolerance** for minor rounding errors. However, you are urged to be as accurate as possible with your working and calculations. A key principle is to avoid any rounding until your final answer (especially with monthly interest rates). Learning how to use the memory function in your calculator can help with this.
- The online quiz will be **computer marked**. After the exam is submitted, you will be able to see your score after the due time and date. The grade is final.
- Unfortunately, due to some cases of academic misconduct in previous sessions, the questions and correct answers cannot be made available after they have been submitted and graded. You will only receive your score. However, this is quite normal for final exams in other subjects and as such, it is best to consider the online quizzes as a final exam that has been split up through the session.
- If you mistakenly submit your online quiz **too early** then it will be marked based on the questions that you have completed.
- If you **do not submit** answers before your time has elapsed, then you will not receive marks for the questions that have not been answered.
- The exam is **open book**. You are permitted to refer to your textbook, lecture slides and other materials when doing the exam.
- Numerical questions on superannuation and taxation will be based on the tax rates and figures for the country of **Snowland** (not Australia). They are provided throughout the lecture slides.