Mr Johny Eduardo CABRERA
Beijing
Beijing
Beijing
Beijing
100000
China
johny.cabrera@outlook.com

Admission Notice

Candidate No. RJ2725

You must contact the Student Assessment Office immediately if any details on this notice are incorrect.

The assessments you have been entered for are listed below. Further details on the assessment including the timings for release and submission can be found in the notices below.

BSc Computer Science

CM3035-01	Advanced Web Development	Coursework
CM3040-01	Physical Computing and the Internet of Things	Coursework
CM3070-01	Final Project **Monday 10 March 2025**	Online timed assessment

Please read the enclosures that are included with this notice carefully.

Notice to Candidates

Online Timed Assessment - 2025

Your online timed assessments in 2025 will be delivered via the Inspera Integrity Browser. The past papers available on your programme Virtual Learning Environment (VLE) continue to be a good revision resource, whether you are being assessed for the first time this year or have sat previously.

Depending on your programme, there may be some minor differences to ensure that assessment remains fair, valid and reliable under these alternative conditions. That may mean, for example, changes to the number of questions you will be asked to answer, the way those questions are asked or the amount of time you have to answer them. There will also be arrangements in place to detect and respond to instances where candidates break the rules for assessment.

We have developed a short online course to help you prepare for your assessments.

In addition to this general notice and the rules for online timed assessment, you should carefully read the additional programme guidance below, follow any paper-specific instructions issued to you and consult the General Regulations on Online Timed Assessment.

Accessing your assessment

• Your Admission Notice contains your candidate number and lists the assessments that you are registered for.

• The dates on which your assessments will become available will be quoted on page one of this notice. If you are required to start your assessments at a particular time, this will also be quoted.

• Take advantage of any practice sessions offered by your programme to go through the log-on, system check and ID check process, and make sure you are able to access the Inspera Integrity Browser now. It may take us several days to resolve any issues you might have.

If you have any questions regarding your assessments or results, please log an online enquiry using the "Access Enquiry Hub" button on the Student Portal.

Completing your assessment

• From the time the assessment is released, you will have a set amount of time to submit your completed answers. This time-period is stated in the programme-specific information at the end of this notice and will also be confirmed when you access your assessment.

• You are asked to complete the assessment within the specified time given in the assessment question paper and use any remaining time to submit your answer.

• You do not need to remain online as you write your answers unless this is specified in your assessment instructions.

• Work submitted for assessment must be entirely your own.

• For assessments with a word limit, this is a maximum and not the amount you should write.

• Do not upload rough work unless your assessment instructions tell you to.

• You must follow the rules for online timed assessment listed below (Rules for Online Timed

Assessments). Please read these carefully. Breaking any of these rules may result in an allegation of assessment offence.

Submitting your assessment

• Do not include your name anywhere in your answers. Your candidate number will be used to identify you during the marking process.

• If your paper requires you to handwrite certain sections (for example, to complete diagrams or mathematical formulae) you will need to photograph these with your mobile device/scanner and submit your work as files in the format specified in the programme-specific information towards the end of this notice.

• If you have a special examination arrangement in place that allows you to submit a completely handwritten script you will need to photograph your work with a mobile device/scanner and submit it in the same way through the Inspera Integrity Browser.

• For papers that require submission of a file (e.g. a scanned PDF of a handwritten answer), you must submit your answers by the deadlines we have set and in line with our Online Submission Policy. Failure to submit your answers by the deadlines may result in a penalty or your work not being accepted.

• Follow the on-screen instructions for submitting your work and closing the Inspera Integrity Browser to ensure that your work and proctoring data is uploaded correctly and completely.

• For papers that require you to handwrite your answers and upload a scanned PDF or for papers that require submission of a Word file, if we cannot open the files you have submitted or there appear to be no files, we will treat your submission as a valid attempt, and you will receive a mark of zero for the work concerned.

• If your file is blank we will treat your submission as a valid attempt and you will receive a mark of zero for the work concerned.

• We will mark the work you have submitted as it is. We will not permit you to submit a further version of your work after the deadline.

Mitigating circumstances, illness and other problems

• Mitigating circumstances are problems beyond your control, which generally occur without warning, and which may have negatively affected your performance in an assessment. If you are unwell or encounter problems which you believe have affected your performance, you should submit a query using the 'Ask a question about your assessment' button.

• You must write within **three weeks** of the date of your last online timed assessment including, where possible, a detailed medical report made at the time of the illness and/or other relevant evidence. Submissions received more than three weeks after your last assessment will not be considered.

• If the regulations for your programme state that by sitting an examination you are declaring yourself fit to do so, this will also apply to your online timed assessment. You should check your Programme Regulations carefully before you take the assessment.

Marking process and publication of results

• The standard practice for confirmation of results and awards by the Board of Examiners will be in place for all online timed assessments.

• Assessment scripts will either be marked independently by two examiners, or moderated by a team of examiners, and confirmed by the Board of Examiners. There is no procedure to consider appeals against assessment results on academic grounds.

• You can apply for your results to be re-checked if you think there has been an administrative

error. Details of this service will be available through the Student Portal when your results are released.

• Keep your Admission Notice safe as you will need your candidate number to access your results.

More detailed instructions, for example regarding technical aspects of the online timed assessment process, will be provided in advance of, or at the time of, your online assessment.

Rules for Online Timed Assessments - Inspera Integrity Browser

All University of London assessments are taken in accordance with the General Regulations, rules and guidance contained in this notice and any additional instructions presented to you at the time of your assessment.

All online timed assessments are taken under examination conditions, whether you are taking the test in an examination centre, in your own home, or other appropriate environment. The rules below tell you what you must and must not do during assessments taken on the Inspera Integrity Browser in an examination hall.

The use of text-matching software (Turnitin), data gathered through your webcam, your microphone and from the recording of your screen, and information reported by invigilators, may be used in the detection and investigation of potential assessment offences.

> **IMPORTANT**: The use of Chat GPT and other Large Language Model (LLM) chatbots is STRICTLY PROHIBITED. All work submitted for assessment must be your own and written without assistance from a third party. A third party includes friends, family, tutors, online services, and any computer-generated text. The University may use software to assist with the detection of AI written answers and may require candidates to undertake an oral examination if there is sufficient cause to suspect work is not their own.

These rules must be read alongside the additional programme-level guidance below. Your programme may modify or supplement individual rules for Online Timed Assessment for some or all assessments.

1. You must follow the General Regulations and all instructions given to you by the University in advance, and at the time of, your assessment.

2. You cannot take an assessment if you have not received an Admission Notice from us.

3. You must present valid and original photographic identification (driving licence, passport, national ID) as part of processes at the beginning of each assessment.

4. You must comply with all conditions imposed on you by the Inspera Integrity Browser, including that:

- You must not block your webcam or microphone, either intentionally or unintentionally (for example by accidentally placing permitted materials in front of the camera, or by purposely sliding a cover over the webcam). You are required to ensure that your webcam and microphone can record you throughout the assessment.
- You are not permitted to copy and paste text into the platform when the lockdown browser is enabled.
- You are not permitted to access any other application on your device when the lockdown browser is enabled.
- Your device must not be connected to a second screen.

5. You should undertake your assessment in a room on your own, unless guided otherwise. The presence of others will be flagged by the system and delays to your results may occur as these flags are checked and cleared. Depending on the nature of the presence of others, this may also be considered an assessment offence.

6. The use of headphones, earbuds, ear protectors or any type of listening device are not permitted.

7. You must keep to the rules set by your Programme regarding the use of additional materials, books, papers or instruments during your assessment.

8. For 'closed book' exams and all assessments taken with the lockdown browser enabled, the use of other electronic devices (mobile phones, tablets, smartwatches, etc.) are not permitted. If there are exceptions to this you will be told. For example, if you are required or permitted to scan and upload handwritten work, you must only use an additional device for this purpose alone.

9. You must not take a photograph or video of the computer screen.

10. All work you submit for assessment must be your own, expressed in your own words and include your own ideas and judgements. By submitting work for assessment, you confirm that the work is entirely your own and has been completed on your own, without the assistance of others.

11. Unless guided otherwise, if you make direct use of somebody else's work, either by memorising it or copying it word-for-word from a source, these passages should be included within double quotation marks, with no spaces between the text and quotation marks. You should also include the details of where you have copied or memorised the material from in the following format (Author, Date). e.g., "Sample Text" (University of London, 2023)

12. Submitting work which has been written by someone else at your request, either in full or in part, is contract cheating, which is prohibited. This remains the case whether you have made payment for this service or not, and whether the work is human or software generated.

13. During the time an assessment is live you must not request or exchange information, or engage in any discussion, about the assessment in such a way that yourself or another student taking, or yet to take, the paper may be advantaged. This includes, but is not limited to, using live assistance services on the internet, engaging in online discussions, verbal and non-verbal exchanges, video conferencing, screen-sharing, copying or allowing your work to be copied or posting any contents of the assessment or your answer online.

14. You must not talk to, or communicate with, others whilst taking your assessment. This includes for matters not related to your assessment. You should also avoid unnecessary noise, such as talking to yourself, or being near others who are talking. Noise in the room you are taking assessments will be flagged by the system and delays to your results may occur as these flags are checked and cleared.

15. You must not submit work which has been written jointly by two or more people. If two or more students submit the same or similar pieces of work, all answer scripts will be referred for investigation and subject to penalties, if an offence is proven.

16. Unless guided otherwise, you should not submit work, in whole or part, which you have previously submitted for assessment or publication.

17. Where handwriting is permitted, or required, for your assessment your answers must be legible. You should write as clearly as possible. Only use dark ink (blue or black) on lightly coloured paper. If a submission is considered to be illegible by the Examiners, you may be awarded a mark of zero for that assessment, or part of the assessment. No answers will be transcribed.

18. You must type, or handwrite (where permitted), all of your answers in English, unless you are instructed otherwise.

19. You should not include your name anywhere in the file you submit, including the title.

20. You must adhere to the word count where one is given. Submitting work in excess of the total may result in work after that point not being marked, or the application of a penalty.

21. You must submit your answers by the deadlines we have set and according to the Online Submission Policy. Failure to submit your answers by the deadlines, or according to the Online Submission Policy, may result in the application of a penalty or your work not being accepted.

You should be aware that if you break any of these rules, your case may be considered under the [Assessment Offence Procedures](#). If you are subject to an allegation, your results will be withheld whilst investigations are ongoing.

Proven offences are likely to result in a formal reprimand, the equivalent of a zero mark and the loss of a permitted attempt. Offences in future sessions are subject to escalated penalties, which include the equivalent of a zero mark for the full module or year.

BSc Computer Science March 2025

Assessment Format

You will access and complete your online timed assessment through the Inspera Integrity Browser (IIB) using your Student Portal login details.

Your online timed assessment will consist of two sections: Section A and Section B.

Section A will consist of multiple-choice questions. You will complete the multiple-choice questions by selecting answers directly in the IIB. You will need to remain online to complete this section of your assessment.

Section B will require you to type all your answers directly into the IIB.

Section A and B will be submitted together.

Assessment Dates and Times

Assessments will be released on the IIB **at 12:00 midday UK time** on the dates listed on the BSc Computer Science timetable. If you need to, you can check your local time against the time in the UK at the time.is website.

You must submit your answers by **12:00 midday UK time** on the day after the assessment is released.

Time Allowed

You can access Section A and Section B of the online timed assessments at any time during the 24-hour availability window.

Your online timed assessment will be time-constrained. From the time you open an exam you will have a total of 4 hours to complete Sections A and B.

Permitted Materials

BSc Computer Science examinations are closed book but one page of notes (A4 sheet, single sided) is permitted into the examination.

A handheld non-programmable calculator may be used for **CM1015 Computational Maths, CM1020 Discrete Maths, CM3005 Data Science, CM3045 3D Graphics and Animation** and **CM3070 Final Project** exams. Your calculator must not be able to display graphics, text or algebraic equations. Please hold your calculator to the camera at the start of the examination to clearly show the make and type.

You should note that in some cases, presenting your working might be required for full marks and using a calculator might not enable this.

You will need to submit your answers by file upload for **CM1015 Computational Maths, CM1020 Discrete Maths, CM1025 Fundamentals of Computer Science**. We will accept handwritten answers and diagrams in any file format, ideally pdf but examiners will not mark work that is illegible. For best results, use a scanning app such as MS Lens or Adobe Scan to create a pdf version of your work. Several scanning apps are available free of charge and will enable you to produce high quality images quickly and easily. You can also photograph your work and upload it through your mobile device. Please word process your answers as much as possible.

Before the Day of the Assessment

Practising for your assessment

Make sure you have downloaded the IIB well before the start of your exams. This will also be required so that you have the opportunity to complete a practice test where you can start an exam and then practice submitting work. The practice test will be available through the IIB until **the day prior to your exam**. We strongly recommend that you complete a practice test.

Log in to the IIB now to familiarise yourself with the login procedure and layout. Contact us immediately if you experience any problems logging into the IIB. It may take us time to resolve any problems you may have when accessing the IIB. Click on the 'Forgot password' link in the log-in screen if you have forgotten what it is.

Check in advance when **12:00 midday UK time** will fall in your own local time zone. You can check your local time against the time in the UK at the time.is website.

Details about how your assessments will work, how to contact us, FAQs, User Guide, video guides, minimum technical specifications, and IIB download link are available on the [Online Assessments page](#) of the Student Portal.

On the Day of the Assessment

- **Launch and log in to the IIB at any time after the question paper release time. Use your normal login details.**

- **Make a note of the PIN code** to unlock the assessment and Invigilator Password in case you are asked to enter this during the assessment. For remotely taken assessments the PIN Code and Invigilator Password will be the same as course code of the assessment you are taking:

  - For example, if the course code is CM1015 Computational Mathematics the PIN code/Invigilator Password will be cm1015 (all lower case)

  - The PIN code/Invigilator Password for all practice tests will be ab1234 (all lower case)

- **Ensure you have original photographic ID to hand** for the start of the assessment (e.g a photo Driving Licence; passport; or any government or local authority issued photo ID).

- **Exit or disconnect from all secondary screens**.

- **Exit from all applications**.

- **Turn off all blockers e.g. anti-virus programmes**.

- **Complete the proctoring system, microphone volume and ID checks.** You can do this up to 30 minutes before your remotely taken assessment or practice test is due to start.

- **Start the exam**. Please remember, if you start the exam, you will be deemed to have made an attempt at the examination for the module concerned.

- **Submit your answers by the deadline.** Give yourself enough time to check your work before you reach the end time.

If you are unable to take the online timed assessment

If you do not take the online timed assessment, this will count as an attempt at the examination element of assessment for the module.

If you are unable to take the assessment due to mitigating circumstances, you must contact the University within three weeks of the scheduled date of your last online timed assessment.

Further information on the University's mitigating circumstance procedure can be found [here](#).

Instructions on what to do if you encounter problems during the assessments will be provided with the assessment questions.

If you have any questions about your online timed assessment, please contact the University via the 'Questions about your assessment' button on the Online Assessment page in the [Student Portal](#).