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## Information for the winter exam session

Department of social medicine and public health

2021/2022г.

In relation to the epidemic situation in Bulgaria and the decision of the Department's council (Protocol 31/14.12.2021), the exams at the Department of Social Medicine and Public Health will be conducted online remotely with a test, using the approved by MU-Plovdiv official platform Microsoft Teams, with video and audio control of the students during the exam.

### Technical requirements and instructions for online exams

1. Throughout the exam, you need a computer, tablet, or a smartphone with a camera and microphone switched on.
2. Internet connection with download and upload speeds not less than 15 Mbps. You can check your Internet speed here: [www.speedtest.net](http://www.speedtest.net)
3. Before the exam, each student will be assigned in a team's channel (no more than 35 students) for video and audio meeting. The assistant professor who has been teaching the discipline will publish a list with the channels' allocation in Microsoft Teams no later than 1 day before the exam and [here](#)
4. The start time for the exams is set for Bulgarian time zone. 15 minutes prior to the start of the exam, all students must be online and logged into their own Microsoft Teams.
5. **Before the exam**, students must have already opened the MS office website and successfully have logged in with their institutional university email account and password. The use of another account, different than the one provided by MU-Plovdiv is a reason for cancellation of the exam;
6. **At the beginning of the exam**, each student must turn on his/her camera and a microphone in order to be visually approved by the examiner (assistant professor). All students will be informed again about the rules of the exam
7. Off topic conversations and comments are not allowed during the test
8. Students have unlimited access to a sample exam test (Example of a test for Social medicine exams) in Microsoft Forms for approbation and information about the types of the questions as well as the performance of the system, available on the following link

9. The allotted time for the test starts at the moment of sharing the link in the meeting chat. Every ten minutes, the exam invigilator (assistant professor) will notify the remaining time.

10. The results will be published within 1 week after the exam in MS teams

The test will be conducted through Microsoft Forms in Office 365. The exam tests consist of 50 questions, with a total of 100 points

## Cancellation of the exam work



Exam work submitted after the allotted time



Exam work submitted by different than students personal email account



Unauthorised conversations and comments after the start of the test



Students who can't not be identified by camera and microphone during the exam



If the student's connection breaks down for more than 3 minutes during the exam



Evidence of exam misbehaviour and cheating (statistical formulas and calculators are allowed)



Answers in bullet points

## In case of connection breakdown



If the examiner's connection breaks down, students should remain calm and wait for the examiner in MS Teams without leaving it or switching off their microphones and cameras



If a student's connection breaks down before the beginning of the exam, the student can re-join and continue his/her exam



If a student's connection breaks down less than 3 minutes during the exam, the student is allowed to continue his/her exam and it will not be cancelled

## Rules for the exam

- Check your exam location and start time
- Be ready with your Office 365 login information (e-mail and password)
- Open and login with your university email account and password <https://www.office.com/>
- Make sure your devices (PC, tablet or phone) are fully charged or plugged in
- Check your internet speed [www.speedtest.net](http://www.speedtest.net)
- Make sure your browser or app is updated. If you are not able to open the exam MCQ, try to copy the link and use other browser (such as Mozilla Firefox)
- Disable the AVAST antivirus program (if you use this one )
- Login with MS Teams at least 30 minutes before the beginning of the exam
- Check your camera and microphone (MS Teams)
- Join the meeting at least 15 minutes before the beginning of the exam
- Listen carefully to the instructions, provided by your examiner
- After you receive the link for the test in the MS Teams meeting chat, open it in your browser. No other pages should be open in your browser.
- Contact your examiner if you have any difficulties by raising a hand
- Do not speak or make unnecessary comments during the exam
- The examiner will remind the remaining time
- Keep an eye on the clock so that you have time to check your answers for mistakes
- When you are ready, click **SUBMIT** before the time ends
- After the exam do not leave the meeting, because the examiner will send you a questionnaire, which must be completed!

## Exam information

### Social medicine and medical ethics, dental medicine



Exam date: *19 january 2021, 10 a.m.*. The test consist of:

- **25 questions** in *social medicine*
- **25 questions** in *medical statistics*
- There are **40 closed multiple choice questions** with 1 correct answer only. These questions score for 1 point each if correctly answered.
- There are **10 open questions** requiring a textual answer. These questions score for 6 points each if correctly answered.

Time to complete and submit the test 50 minutes. Late returns are not allowed.



#### Grading scale

- 0 - 60 points Poor (2)
- 61 - 70 points Average (3)
- 71 - 80 points Good (4)
- 81 - 90 points Very Good (5)
- 91 - 100 points Excellent (6)



#### Useful Links and Materials

- Conspectus for the semester exam
- Lectures *Social medicine*
- Lectures *Medical statistics*
- Practical classes *Social medicine*
- Practical classes *Medical statistics*
- Formulas *medical statistics*