

# Passing the Course

- For Certificate
  - 50% on each taught module
  - No more than one module failure
- For Masters
  - 50% on modules
  - No more than two module failures
  - 50% on project
- No retakes
- Distinction recommendation for MSc
  - all taught modules passed
  - overall mark > 70% (project mark > 75% taught module average > 65%)
- Course must be completed within five years

# Assessment Marking

- Maximum 50 marks for each module
  - questions will tell you how the marks are apportioned
- Marking process
  - Anonymous: scripts are identified only by exam number
    - ◆ you should not reveal your exam number to *any* member of staff
  - Checked by a checker
- Results for open assessments
  - Informal feedback after marking
    - ◆ Indicative grade (A/B/C | D/E) + comments
  - Feedback deadlines in Handbook and on [www.cs.york.ac.uk/gsp/](http://www.cs.york.ac.uk/gsp/)
  - Actual marks given after External Examiners' meetings
- Progression Meeting held each year

# Clear Writing Matters

- If you write clearly, you get the marker on your side
- If the content is marginal, good quality writing will make the difference between fail and pass
- If it is difficult to understand, the marker will wonder if you understand it either
- If you have language difficulties, it is permissible to ask a friend to help with grammatical problems:
  - See Students' Handbook Guidelines on Mutual Assistance and Collaboration

# Style

- No compulsory format, but:
  - In order to preserve anonymity, please
    - ◆ Don't use a decorative title page
    - ◆ Don't use unusual fonts: Times Roman and Arial are sufficient for most purposes
- Do
  - Use short simple sentences;
  - Use pictures and diagrams;
  - Explain acronyms on 1st use;
  - Spelling & Grammar matter
- References
  - Use a uniform style
  - Make clear when you're quoting others:
    - ◆ "When you draw from the previous work (including software) of other authors, published or unpublished, you must acknowledge it."
  - Include citations of published work, with a reference list at the end

# If things go wrong ...

- If you don't understand the question
  - contact assessment setter (module owner) within 4 weeks of handout
  - please ask questions only via the setter as this is only fair to other students
  - setter may answer the query, to everyone
    - ◆ Web site set up for each module e.g. [www-course.cs.york.ac.uk/fse/](http://www-course.cs.york.ac.uk/fse/)
  - We have created an FAQ for you
    - ◆ [www.cs.york.ac.uk/MSc/SCSE/assessments/assessment-FAQ.html](http://www.cs.york.ac.uk/MSc/SCSE/assessments/assessment-FAQ.html)
- If you are ill during the assessment period
  - let your supervisor know
  - complete an *Extenuating Circumstances* (green) form
- Other disasters
  - consult your supervisor
  - beware that last-minute computer or network breakdown is seldom acceptable as an excuse, if sufficient time was available before the breakdown. So be well organised, and keep backups