Examination
MM508 Topology I
Tuesday, January 8 2013 at 10.00 to 14.00

More information about the rooms for examination will be placed on e-learn.sdu.dk.

Exam questions will be handed out on paper. You answer using the computer and hand in your assignment electronically in e-learn.sdu.dk (Blackboard). Therefore, you must bring and use your own computer.

All common aids are permitted including Internet.

In the following you will find important information regarding the exam.

At least one week before the examination

At least one week before the examination you must make sure that your computer:

- Has access to the SDUwireless network eduroam. For information on how to connect your computer to eduroam go to: http://wifi.sdu.dk/
- Can save your documents in PDF format

If your computer cannot connect to eduroam you can get help from the Service desk (IT Service). The Service desk can be contacted on telephone 6550 2990.

If your computer will not work at all, you will be able to borrow a computer. Please contact the Service desk at least one week before the examination. The computer you can borrow will be a standard PC with Windows 7, MS Office, MS Internet Explorer.

Examination day

- On the day of the examination you must arrive in time to get ready for the exam. You have to set up your computer, connect it to power, test network access etc. It is recommended that you arrive at the examination room one hour before the exam starts.
- Arrive at the examination one hour before the start of the exam to set up your computer (connect to power, test network access etc.)
- You have to bring your own cables etc. This includes any equipment necessary for the computer to work when connected to power. You will have access to one 230 V socket. You must bring an extension cord of about three meters' reach.
- 15 minutes before start of the exam you must have finished setting up your computer and be sure that it works.
- You will be able to borrow a computer in case your own does not work due to an unforeseen problem (please note that there are only a limited number of computers available).
- Turn off File Sharing Services (Google documents, Dropbox etc.) before exam starts. If they run when the exam starts it will be considered as cheating.

If problems with computers, networks, e-learn.sdu.dk etc. occur, the person responsible for the examination will make the decision whether or not you can continue the examination as an ordinary written examination without computer. Contact an invigilator if you have problems.

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The examination paper

Exam questions will be handed out on paper. You are free to prepare your assignment using your preferred software and other aids as long as your assignment is digitalized when handed in. You are allowed to use digital pen and/or a hand scanner, but this is not necessary to solve the questions.

Your **examination number** must be at the header of every page in your answer.

Back-up and security copies

During the examination, you yourself are responsible for saving your examination paper with regular intervals. This includes taking security copies.
The university strongly emphasizes that if you experience loss of data (text that you typed in disappears) as a consequence of you neglecting to take security copies, you have no choice but to complete the current examination disregarding your loss of data.
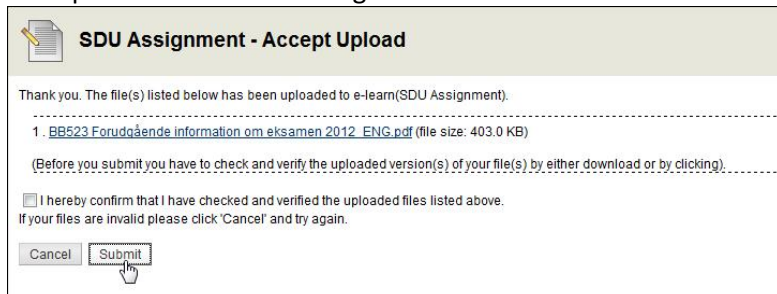
Hand in your assignment

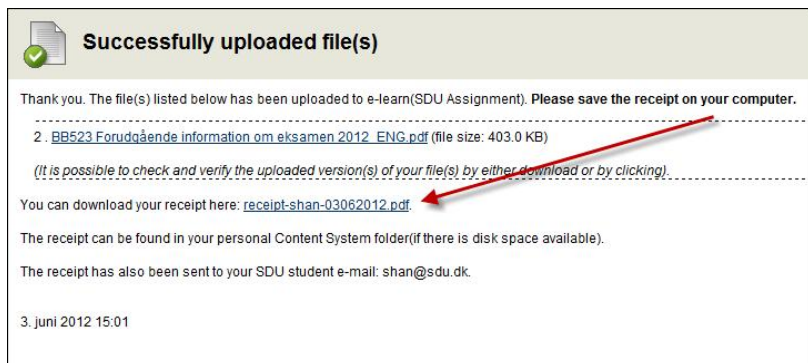**Your assignment must be handed in as a single PDF document.**

At the end of the examination you must hand in your assignment digitally by going to the course "*MM508, Topologi I, efterår 12*" in e-learn.sdu.dk (Blackboard). Click "**SDU Assignment**" in the left menu and follow the onscreen instructions.

Once you have uploaded your assignment, you will receive a message on the screen **where you have to confirm, that your document can be opened, and that it is the correct document you have handed in.**

Example of the screen message:

After you have verified that your uploaded document is the right, press "Submit" to submit your document. You will now receive the following message screen from which you can download a receipt in PDF format.

It is important to download and save the receipt on your computer as you have to show this receipt to the invigilator before you are allowed to the leave the examination room.

It is your responsibility to check that your documents are not defective and that you have handed in the correct documents.

You should also save the receipt as it is your proof that you have participated in the examination and have handed in your assignment.

Example of the PDF receipt:

Rules and security measures

At the examination there will be access to the Internet at the University of Southern Denmark via eduroam. It is not allowed to access the Internet via other networks than eduroam (i.e. your own modem).

All electronic communication is forbidden. During the examination, you are not allowed to exchange information with other students, or in any way be in contact with the other students or people outside the examination room – electronically or physically.

It is permitted to use the Internet to the extent that this is necessary, but not as a means of communication. You are not allowed to use or open chat rooms, social media, file sharing programs (i.e. Google documents, Dropbox, shared files on Blackboard) etc. during the examination. The university will supervise all electronic communication during the examination.

Except above restrictions all aids permitted. This means that you may use textbooks, own notes, computer programs, etc.

Sanctions on cheating

If a student uses any examination aids other than those allowed, it will be considered as cheating and general rules on this matter will apply. If social media, chat rooms or file sharing programs are opened, this will also be considered as cheating. Ultimately, cheating can lead to being expelled from the university. The faculty regularly conducts spot checking to find out if other examination aids than those allowed are used.

If you are unsure of rules on copying and cheating, you may find some guidelines on SDU's home page. Go to: http://www.sdu.dk/en/Information_til/Studerende_ved_SDU/Eksamen/snyd

Furthermore, you may find a folder on how to avoid cheating on:

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http://static.sdu.dk/mediafiles//1/2/6/%7B126BE350-16F2-45E6-9D97-6595435F6A13%7DEKSAMENSSNYD_NOV2011_EN.pdf