**Academic Conduct in Examinations - variations to regulations**

**Please complete and amend this template as appropriate, and return it to the Exams Team at** [**exams@brookes.ac.uk**](mailto:exams@brookes.ac.uk)**. Please note that this table is likely to be considered during an academic conduct referral, in order to decide whether students have breached the requirements.**

|  |  |
| --- | --- |
| **Module code:** |  |
| **Module title:** |  |
| **Module Leader:** |  |

**Summary of Academic Conduct regulations which apply to this examination**

The academic conduct regulations always apply to work submitted to Oxford Brookes, unless there is a specific variation or exception listed below for your examination. The regulations can be found here: <https://www.brookes.ac.uk/regulations/conduct-and-engagement>

|  |  |  |
| --- | --- | --- |
| **Question** |  | **Explanatory comments**  **Please delete or amend the text below as appropriate** |
| Can you have printed material or electronically stored information with you while you write your work? | **Yes/No** | **[E.g. “Course textbook Smith(2020) is permitted, but no other material” or, “Any material is permitted”. ]** |
| Are you allowed to include text from printed material or electronically stored information in your work? | **Yes/No** | **[E.g. “Text quoted from other sources is only permissible if it is included in quotation marks. Please note that you are unlikely to be able to achieve high marks if a large proportion of your work is not in your own words”, or “Any words or ideas of others can be used as long as they are fully referenced”.]** |
| Do you have to use in-text citations when you’ve used the words or ideas of others? | **Yes/No** | **[E.g. “You don’t have to include a full citation, but you should include the author’s name for any key studies]** |
| Do you have to include a reference list/bibliography at the end? | **Yes/No** |  |
| Will the work be put through Turnitin? | **Yes/No** |  |
| Are you allowed to include work which you’ve previously submitted for academic credit? | **Yes/No** | **[E.g. “You can use referenced sections from your research proposal only”.]** |
| Are you allowed to get help from other people? | **Yes/No** | **[E.g. “You can work with other students to gather the survey responses, but your reflective assignment must be completed individually without any collaboration with others.”]** |
| Can you communicate with anyone else while you complete the exam? | **Yes/No** | **[E.g. “You must not communicate with anyone else from the time that you open the exam paper, until the time when you submit your work. After the exam, you must not discuss the exam questions with any other student for a period of 48 hours”, or “You may communicate with others but, for 24 hours after the exam paper becomes available, you must not speak to anyone about any topics related to the course material.”]** |
| **[Any other question which may be relevant for this particular examination]** | **Yes/No** | **[Response]** |