

Template for examination regulations:

The tests that are stated in the programme regulations must be placed in one of the test categories indicated below. The short description of the test can be supplemented by the provisions in the 'Special definitions for examination regulations' section.

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Written test

First, please provide a short description of what is

to be tested. Then state the parameters for the

exam:

Form of examination: Individual supervised [*obligatory/free*] written test
Duration:
Aids: [indicate aids not *permitted/permitted*]
Examiners: [*external test/internal test with an examiner/internal test with two examiners*]
Assessment: [*passed/failed/7-point grading scale, including any marking regulations*]
Weighting:

Re-examination regulations:

[How any re-examination is to be formulated must be determined.]

Example of exam provisions of the written exam type:

Examination regulations

The test comprises syntactic morphological and/or semantic analyses of Danish and at least one question that concerns the student's foreign languages.

Form of examination Individual supervised obligatory
written test Duration: Two hours
Aids Allowed: Dictionaries
Marking: Internal test with an examiner *Assessment:*
passed/failed
Weighting: 10 ECTS

Oral test

First, please provide a short description of what is

to be tested. Then state the parameters for the

exam:

Form of examination: Oral test
Duration per student: [duration including marking]

Preparation: [no/indicate preparation time]
Aids: [indicate aids not *permitted*/*permitted*]
Examiners: [external test/internal test with two examiners]
Assessment: [*passed/failed/7-point grading scale, including any marking regulations*]
Weighting:

Re-examination regulations:

[How any re-examination is to be formulated must be determined.]

*Example of examination regulations of the oral examination
type: Examination regulations*

The examinee is tested on translation, analysis and interpretation of a read text from the specially prepared examination syllabus and an unread text without indication of the author. On the basis of the analysis, the unread text must be able to be placed in its literary historical context. The cursorily read texts may be included in the examination.

Form of examination Oral test

Duration per student: One hour including

Marking Preparation: 1/2 hour

Aids: German-German dictionary and the specified texts.

Marking: External test

Assessment: Seven-point grading scale. Two marks are given; one for literature and one for oral communication. However, only one mark is given for oral communication if the candidate achieves at least 2 in literature. If the candidate passes literature but not oral communication, it is possible to sign up for a special test in which oral communication is tested on the basis of an academic text. This test lasts 20 minutes with 20 minutes of preparation.

Weighting: Literature 15 ECTS; oral communication 5 ECTS

Class attendance

Form of examination: Class attendance, cf. the definitions section
Examiners: Internal test with examiner
Assessment: Passed/failed
Weighting:

Re-examination regulations:

[How any re-examination is to be formulated must be determined.]

Take-home assignment without oral defence

First, a short description of what is being tested.

If the assignment is to be prepared in a foreign language, this must be stated in the description. In addition, any deadlines for the assignment must be stated.

The parameters for the exam must be stated.

Form of examination: [obligatory/free] [take-home assignment, evaluation assignment, semester assignment,

14-day assignment]

Number of pages per student:

More students may participate in the assignment: [yes/no/] [If yes, the number of participants]:

Examiners: [external test/internal test with examiner/internal test with two examiners]

Assessment: [Passed/failed/7-point grading scale, including any mark regulations]

Weighting:

Re-examination regulations:

[How any re-examination is to be formulated must be determined.]

Example of examination regulations of the type without oral defence:

Examination regulations

A test is provided based on what the student is to answer a number of general questions/relating the text to the general subject-matter. The assignment may be written either in a foreign language or Danish, as the student wishes.

Form of examination: obligatory take-home assignment

Number of pages per student: Six to 10 standard pages

More students may contribute to the assignment: Yes. No more than three students.

Marking: Internal test with examiner

Assessment: Seven-point grading scale

Weighting: 10 ECTS

Take-home assignment with oral defence, where the assignment is

included directly in the assessment

First, please provide a short description of what is to be tested. If the assignment is to be prepared in a foreign language, this must be stated in the description. Deadlines must be indicated.

Then state the parameters for the exam:

Form of examination: [obligatory/free] [take-home assignment, evaluation assignment, semester assignment, 14-day assignment, seminar, synopsis] with oral defence.

[The assignment]

Number of pages per student: More students may contribute to the task: [yes/no/] [If yes, number of participants]: [If there are more participants, add: The response must state precisely who is responsible for which parts of the assignment. Individual marks are given.]

Oral test

Group test possible: [yes/no/] [If yes, state the maximum number of participants]:

Duration: [duration including marking]

Preparation: [no/indicate preparation time]

Aids: [indicate aids not permitted/permitted]

Examiners: [external test/internal test with two examiners]

Assessment: [Passed/failed / 7-point scale, including any mark regulations]

Weighting:

Re-examination regulations:

[How any re-examination is to be formulated must be determined.]

Example of examination regulations of the type take-home assignment with oral defence:

Examination regulations

Three weeks before the exam, a written paper in English (synopsis) must be submitted, which forms the basis of the oral test.

Form of examination Obligatory take-home assignment in the form of a synopsis with oral exam

Synopsis:

Number of pages per student: No more than five pages

More students may participate in the assignment: Yes. No more than two students.

Individual oral test:
Duration: 30 min. including marking Preparation: No aids: Marking not allowed: External test Assessment: Seven-point grading scale Weighting: 10 ECTS

Oral test based on group project

First, please provide a short description of what is to be tested. It must be stated that the oral individual test is based on the group project, but so that marks are not given for the project. Submission of the project is a prerequisite for signing up for and participation in the individual oral test. In the individual oral test, the student is examined based on the entire project and in this way, the project is part of the assessment.

Then state the parameters for the exam:

Form of examination: Oral test based on group project.

[The assignment]

Number of pages per student: Number of students:

Individual oral test

Duration: [duration including marking]
Preparation: [no/indicate preparation time]
Aids: [indicate aids not permitted/permitted]
Examiners: [external test/internal test with two examiners]
Assessment: [Passed/failed / 7-point scale, including any marking regulations]
Weighting:

Re-examination regulations:

[How any re-examination is to be formulated must be determined.]

Portfolio

First, please provide a short description of what is to be tested. It must be stated how many portfolio assignments are to be in the portfolio folder. Alternatively, it must be stated that the university teacher determines the number of portfolio assignments.

Then state the parameters for the exam:

Form of examination: Portfolio folder consisting of [] portfolio assignments
Number of pages per student per portfolio assignment: [] standard pages
More students may contribute to the portfolio folder: [Yes/no] [If yes, the number of participants]: [If there are more participants, add: The response must state precisely who is responsible for which parts of the assignment. Individual marks are given.]
Examiners: [external test/internal test with examiner/internal test with two examiners]
Assessment: [Passed/failed / 7-point scale, including any marking regulations]
Weighting:

Re-examination regulations:

[How any re-examination is to be formulated must be determined.]

BA project without oral defence

Brief description of what is being tested. If the assignment is to be prepared in a foreign language, this must be stated in the description. Deadlines must be indicated.

Form of examination: BA project
Number of pages per student, project:
Number of pages per student, summary
Foreign language summary:
More students may contribute to the assignment: [yes/no] [If yes, the number of participants] [If there are more participants, add: The response must state precisely who is responsible for which parts of the assignment. Individual marks are given.]
Examiners: External test
Assessment: Seven-point scale [any marking regulations]
Weighting: 15 ECTS

BA project with oral defence

Form of examination: BA project with oral defence

Project:

Number of pages per student per project:

Number of pages per student,

summary:

Foreign language summary:

More students may contribute to the assignment: [yes/no] [If yes, the number of participants]

[If there are more participants, add: The response must state precisely who is responsible for which parts of the assignment.

Individual marks are given.]

Oral test:

Group test possible: [yes/no/] [If yes, state the maximum number of participants]:

Duration: [duration *including* marking]

Preparation: [no/indicate preparation time]

Aids: [indicate aids not *permitted/permitted*]

Examiners: External test

Assessment: Seven-point scale [any marking regulations]

Weighting: 15 ECTS

Master's thesis

Brief description of what is being tested. If the assignment is to be prepared in a foreign language, this must be stated in the description. Please also see the joint regulations section

Form of examination: Master's thesis

Number of pages per student, thesis: 60 – 80
pages

Number of pages per student, summary: Foreign language summary:

More students may contribute to the assignment: [yes/no] [If yes, number of participants]:

Examiners: External test

Assessment: Seven-point grading scale.

[It must be stated how the summary is included in the assessment. Suggestions for wording: The summary can, therefore, affect the mark in an upward or downward direction. The summary must be included in the overall assessment of the master's thesis.]

Weighting: 30 ECTS

Wording of the marking regulations

Examples of wording for marking regulations are listed below

A total mark is given in which the individual parts are weighted equally.
[for example, language skills] must be assessed at least as passed for the test as a whole to be passed.

A total mark is given in which the individual parts are weighted as follows: [the individual parts and weighting must be stated]

[Number] marks are given: [state what the marks are given for, for example, one for translation from Danish and one for translation from Danish]

[if a number of marks are given, it must be indicated how any re-examination must be prepared that only covers one of the marks]