

Philosophy Tripos 2022: Exams update MAY 16

The University has published a [Guide to Examinations](#) and I urge all students to make themselves familiar with the relevant sections of this advice. The present document, which supplements the University advice, includes additional points on timing, format, uploading, mitigation and the Honour Code that are specific to Philosophy or which might be particularly helpful to note now.

This document concerns the papers that are set by the Faculty of Philosophy (the 'non-borrowed' papers). There may be different arrangements for the papers that may be borrowed from other Faculties. The papers borrowed from other Faculties are as follows.

- Part IB Paper 4 (Greek and Roman Philosophy) is borrowed from Classics (Part IB Paper 8)
- Part IB Paper 5 (Epistemology and Metaphysics of Science) is borrowed from HPS (Part II Paper 5)
- Part IB Paper 8 (Experimental Psychology) is borrowed from Natural Sciences (Part IB Experimental Psychology)
- Part II Paper B1 (Plato) is borrowed from Classics (Part II Paper B1)
- Part II Paper B2 (Aristotle's World from Turtles to Tragedies) is borrowed from Classics (Part II Paper B2)
- Part II Paper B3 (Philosophy, Politics and the Polis) is borrowed from Classics (Part II Paper B3)

I will forward to you any relevant updates that I receive from the Faculties in question. At the time of writing I have not received any relevant updates. Please also make sure that you read any guidance that is sent by other Faculties direct to students taking their exams.

1. Timing.

(a) The confirmed dates for all exams have now been published. These are available [here](#). All times are UK British Summer Time (Greenwich Mean Time + 1 hour).

(b) All the non-borrowed papers, with three exceptions noted in (c) below, take place online over a 5-hour window. In that time you must (i) access the examinations on Moodle (ii) write your answers (iii) upload your answers. You are not expected to write for more than 3 hours unless you have been approved for an extension. The 5-hour window exists to allow time for uploading and downloading and in case of internet disruption. You should upload your answers within the window of 5 hours plus any approved extension. After this there is a 30-minute grace period in case of technical problems. Work that is submitted after this period will not be marked and a mark of zero will be applied.

(c) Three of the non-borrowed papers will take place in person. These are:

- Part IA Paper 5 (Formal Methods): 9am-11am on 3 June in the Sidgwick Avenue Lecture Rooms.
- Part II Paper 5 (Philosophy in the Long Middle Ages): 9am-12pm on 2 June in the Faculty of Law
- Part II Paper 7 (Mathematical Logic): 1.30pm-4.30pm on 8 June in the Faculty of Law

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2. **Format for online exams.** When you access your exam, you will see three documents: the coversheet (including Honour Code), the additional rubric document and the exam paper itself.

(a) Cover-sheet. See attachment 1. The coversheet is a pdf which you can fill in. You should fill in:

- Which Part of the Tripos your paper is in (IA/IB/II)
- Your [BGN](#) (candidate number)
- The paper number and name: 'name' means the **PAPER TITLE, NOT YOUR NAME**
- The questions you have answered for this paper
- Confirmation that you will respect the Philosophy Honour Code (click the box at the bottom).

It is especially important that you do not forget to enter your BGN (candidate number). [Here is information on how to find your BGN.](#) Please download this attachment and practice on it, to make sure that you know how to fill it in.

(b) Additional rubric document. See attachment 2. The additional rubric contains instructions for uploading your answers.

(c) The exam paper. See attachment 3. The front page of the exam paper gives the timings and the word-limits for that paper. Please include word-counts at the end of each answer.

(d) Illness:

- If you are too ill to take the exam then you should contact your College Tutorial Office immediately.
- Covid: if you test positive for Covid or have a high temperature on the day of the exam but feel well enough to take the exam, you should take the exam. If you test positive or have a high temperature and do not feel well enough to take the exam, you should contact your College Tutorial Office immediately.

3. Format for in-person exams.

(a) This year, the following exams will be held in person:

- Part IA, Paper 5 (Formal methods)
- Part II, Paper 5 (Philosophy in the Long Middle Ages)
- Part II, Paper 7 (Mathematical Logic)

The locations for these exams are as indicated on the [University Timetable](#).

(b) Illness:

- If you are too ill to take the exam then you should contact your College Tutorial Office immediately.

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- Covid: if you test positive for Covid or have a high temperature on the day of the exam, you should contact your College Tutorial Office immediately, whether or not you feel well enough to take the exam.

(c) Please note that for Part IA Paper 5 (Formal Methods) only, students are [permitted to use calculators](#). You may use any of the following models:

CASIO fx 991 (any version)

CASIO fx 115 (any version)

CASIO fx 570 (any version)

You must ensure that your calculator is marked by the Department in the approved fashion so that they are clearly identified as being permitted during the examination. The Faculty Office has a supply of stickers for this purpose.

4. Uploading answers.

(a) The University has set up a special version of Moodle for exams. Its guidance for students on the Moodle is available at its [Moodle Support Hub for Online Assessments](#).

(b) We strongly encourage students who are submitting handwritten answers to enrol on [this Moodle course](#) well in advance of the exams, where you can practice scanning and uploading answers and uploading coversheets.

(c) All answers should be submitted as a single file for each exam paper, unless you are submitting a mix of typed and hand-written answers. You should also upload your completed coversheet, as a separate file. During the exam, please allow up to 1 hour to upload all materials. Once you have completed your assessment, please ensure that you upload the file(s) containing your answers to the assignment and click 'Submit' at the bottom of the page before the end of the assessment window. **It is not possible to change your submission after you have clicked 'Submit'**.

(c) Files should be submitted in either docx or pdf formats. If you are scanning a hand-written answer or a hand-drawn diagram or a hand-written proof, please scan it and submit it in pdf format. You can scan using e.g. a phone or a tablet.

(d) Please **DO NOT INCLUDE YOUR NAME OR CRSID** in the file name of ANY file.

(e) Exam **answers** submitted via Moodle should have the file name: **Tripes part_paper number_BGN (candidate number)**. For example, if your BGN is 3000K and you are submitting an answer for Part II Paper 9, you should name your file: II_9_3000K.

(f) The file name of your **coversheet** should have the following format: **Tripes part_paper number_BGN (candidate number)_Coversheet**. For example if your BGN is 3000K and you are submitting an answer for Part II Paper 9, you should name your coversheet file: II_9_3000K_Coversheet.

(g) In the case of typed answers, **hand-drawn diagrams or hand-written proofs** may be included (if applicable). These should be submitted as separate documents. For each supplementary document please DO NOT include your name or CRSID in the file name. The file name of your hand-drawn diagram or hand-written proof should have the following format: **Tripes part_paper number_question**

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number_Figure number_BGN (candidate number). For example, if your BGN is 3000K and you are submitting the second figure in your answer to question 5 of Part II Paper 9, you should name your file: II_9_Q5_Fig2_3000K.

(h) If you have difficulties submitting your work at the end of the exam, email your answer and coversheet to onlineexams@admin.cam.ac.uk. You will receive an automated response which you should consider as confirmation of receipt. Queries should not be sent to this mailbox and will not be responded to. You should also alert your College Tutorial Office via email of technical difficulties and actions you have taken.

(i) During the exams the Moodle help desk will be open and can be contacted at: moodlehelp@uis.cam.ac.uk

5. Honour Code. The Honour Code states that 'students undertake that they will not help others in examinations and will not receive any help from others (students or non-students).' Here is more advice about what this means, what you need to do, and the University's disciplinary policy:

5.1 What it means

(a) During the assessment period you must not seek external assistance by asking any other person to edit, proofread or give advice about the content of your work.

(b) During the assessment period you should not consult with other people about the questions or the content of your assessment. Sign out of social media accounts or disable notifications and put your phone on airplane mode so that you are not distracted or drawn into chats with other students.

(c) You may consult books, articles, your own notes and other materials on the internet, although you must not plagiarize material. You should review the University's [plagiarism and academic misconduct policy](#) to ensure you understand the rules.

5.2 What you need to do

(a) Examiners will seek to confirm that you are the author of your submitted assessment, and your work may be submitted to Turnitin text-matching software. After the examination period, check your University email account regularly so that you are prepared to respond to any requests for action.

(b) If you have any concerns about the assessment, or actions by individuals, you should contact your Tutor in the first instance.

5.3 Disciplinary policy

(a) Any form of academic misconduct, including plagiarism, helping others with their assessment, or accepting help from others with an assessment or purchasing essays is taken very seriously. Even if you unintentionally plagiarised or you were not advantaged by the misconduct, it is still a breach of the University's Rules of Behaviour and you can be sanctioned.

(b) Sanctions for academic misconduct can be imposed by the University's Discipline Committee and include typically having the mark for the assessment reduced to zero and your degree classification lowered, additionally, by one class. However, there are many possible sanctions and in the most serious cases a student can be permanently removed from the University.

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(c) There is no time limit for reporting academic misconduct so even after a student has graduated, if academic misconduct is suspected, an investigation can take place, which may lead to sanctions, including the removal of any academic awards that the student has already received.

(d) In addition to de-valuing a student's own academic qualification, by engaging or attempting to engage in academic misconduct, a student de-values the qualifications of their peers.

6. Mitigation and industrial action. The Faculty is not planning to make any adjustments to the examining process following last term's industrial action. All College teaching, including supervisions, was unaffected. As for lectures, our evidence is that disruption was relatively mild and would not prevent a diligent student from being able to answer the required number of questions on any of the Tripos exam papers.

Arif Ahmed, Chair of Examiners

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