FHS COMPUTER SCIENCE & PHILOSOPHY

PART C EXAMINATIONS
TRINITY TERM 2017

Notice to Candidates
from the Examiners in Computer Science

Purpose of this notice

Full particulars of the examinations are given in the *Examination Regulations* 2016, and Examination Conventions for 2016/17 can be found at

http://www.cs.ox.ac.uk/teaching/examconventions/bacompsci.html

This notice is confined to matters that may need emphasis or amplification. It is addressed only to candidates in the Honour School of Computer Science & Philosophy. If you are a candidate from another school (for example Mathematics) then you should refer for information to notices circulated by the Chairmen of Examiners in those schools.

The marking and classification scheme for finals is described in the Examination Conventions.

Independence of Examiners

It must be stressed that to preserve the independence of examiners, candidates are not allowed to contact them directly about matters relating to the content or marking of papers. Any communication must be via the Senior Tutor of the candidate's college, who will contact the Proctors if appropriate. The Proctors will in turn communicate with the Chairman of Examiners.

Conduct of the examination

Candidates will be required to produce their University cards at the start of each examination session.

The marking of the examination - including practical work - is conducted as far as possible in ignorance of the candidates' names and colleges. To this end the following points are to be observed:

> **Scripts:** Every candidate will be provided with an examination number, and all work handed in must be attached to a cover sheet marked with that number. Even if the candidate submits no written work for an examination which he or she attends, a cover sheet should be submitted. Neither the name nor the college of the candidate should appear anywhere on the script.

> **Practicals:** Each separate report of practical work should be conspicuously labelled with the candidate's examination number only, and not with the candidate's name or college.[1] Please also ensure that each report clearly indicates the subject and number of the exercise, e.g. Compilers, practical exercise 2. See also the section on "Practical work".

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[1] This regulation is designed for your own protection. However, it is not the policy of the examiners to penalise candidates who inadvertently break this rule when handing in practical work.

Calculators: The Regulations state that "The use of calculators is generally not permitted but certain kinds may be allowed for certain papers". **There are no papers this year for which a calculator is allowed.**

Rough work: All work, including rough work, must be submitted on the paper provided, and must be handed in at the end of the examination. Candidates may not bring their own paper.

Legibility: Illegible scripts, if they are to be considered by the examiners, will be typed at the candidate's expense.

Handing in: Each candidate is responsible for handing in his or her scripts, appropriately bundled according to the instructions (if any) on the examination paper. Each bundle must have a completed cover sheet, and candidates should hand in an empty cover sheet for those sections of a paper from which they attempt no questions.

Timetable

The detailed timetable for the Examination has yet to be finalised by the Clerk of Schools. Candidates will receive a copy of this from the Clerk of Schools in due course.

Composition of papers

The details below are confined to Part C Computer Science written papers; similar details for papers under the control of other schools should be sought from those schools:

Paper	Which Cohort?	Number of questions	Maximum number of questions to be answered	Marks per question	Duration of exam
Machine Learning	CS, CS&P M&CS	3	3	25	3 hours
Probability and Computing	CS, CS&P M&CS	3	3	25	3 hours

Philosophy Essays in Part C

Subjects in Philosophy, other than a thesis shall be examined by a 3-hour written examination together with a submitted essay of not more than 5,000 words. No essay shall exceed this word limit, which includes all notes and appendices, but not the bibliography. The word count should be indicated on the front of the essay. There shall be a select bibliography or a list of sources. All essays shall be typed on A4 paper with footnotes rather than endnotes. Candidates should avoid any substantial repetition of material between examination scripts and examination essays.

The relative weight of the essay to the three-hour exam shall be 1 to 3, i.e. the essay shall count for 25% of the mark in that subject.

Each essay shall be the candidate's own work, though it should show knowledge of relevant literature in the subject and may include passages of quotation or paraphrase so long as these passages are clearly indicated as such and the source properly attributed. The candidate may discuss a first draft of the essay with his or her tutor for that subject. The amount of assistance the tutor may give shall be limited to what can be provided in one of the candidate's tutorials for their study of that subject. For each essay the candidate shall sign a statement to the effect that the essay is his or her own work. This statement shall be placed in a sealed envelope bearing

the candidate's examination number and the name of the subject for which the essay has been written and presented with two copies of each essay.

Each copy of an essay shall be identified only by the candidate's examination number and bear the name of the Philosophy subject for which the essay is being submitted and must be submitted not later than **noon on Friday of the first week of the Trinity Full Term** of the examination to the Examination Schools, High Street, Oxford, addressed to the Chair of the Examiners for Part C of the Final Honour School of Computer Science and Philosophy.

Practicals

Handing in Practical Reports: Candidates must hand these reports in to the Chair of Examiners **at the Department of Computer Science** by noon on Friday of week 5 of Trinity Term. Details of the hand-in procedure will be sent to you in due course.

Presentation of Practical Work: The practical work must be bound together in a single file (or packed in a single envelope) addressed to the Chairman of Examiners in Computer Science (or Computer Science & Philosophy or Mathematics and Computer Science as the case may be) and must be marked clearly on the outside with the candidate's name, examination number, and the Honour School in which the candidate is being examined (either Computer Science, Computer Science & Philosophy or Mathematics and Computer Science). The bundle must include the declaration form included with this notice: on it the candidate declares the work to be his or her own.

Assessment of Practical Work: The examiners will determine a mark for the practical work associated with each computer science paper, taking into account the provisional mark assigned by the demonstrator and their own assessment of the work submitted.

Practicals do <u>not</u> contribute to the classification of candidates but each candidate must pass the practical course in order to pass the examination.

The detailed procedure for assessing practical work is set out in the Examination Conventions but, broadly speaking, a candidate will pass the practical course if they have completed adequately (at Grade S) slightly more than half the practical work for the papers they have chosen as well as the group practical component.

Project work

The Form of a Project Report: Candidates should consult the Examination Regulations for directions on the form of the report. An example outline of a project report can be found in the Handbook Supplement under Section 3 at
http://www.cs.ox.ac.uk/files/8545/Handbook%20supplement%202016%20v2.pdf

Each project topic must have been approved by the Teaching Committee of the Department of Computer Science.

Software demonstrations: For projects that involve the production of software, supervisors will be asked to report whether or not they have seen the software working as intended. It is up to the supervisor and candidate to decide what form the demonstration of the program might take, and to ensure that time is set aside for a demonstration of the final outcome of the project.

Handing in Project Reports: Candidates must hand in two copies of their project report to the **Examination Schools by noon on Monday of 5th week of Trinity Term,** in an envelope addressed to the Chair of Examiners, Honour School of Computer Science and Philosophy, Part

C. Please note that candidates should include their name, but not their candidate number, on the project report.

Late submission or failure to submit coursework

Under the provisions permitted by the regulations, late submission of coursework (i.e. practical reports) where there are no extenuating circumstances may result in the following penalties:

Lateness (where the deadline is Monday at 12pm, noon)	Cumulative penalty
Up to 4 hours i.e. up to Monday 4pm	1%
4 - 24 hours i.e. up to Tues 12 noon	10%
24 – 48 hours i.e. up to Weds 12 noon	20%
48 – 72 hours i.e. up to Thurs 12 noon	30%
72 – 96 hours i.e. up to Fri 12 noon	40%
96 – 101 hours i.e. up to Fri 5pm	50%

The Proctors may also impose a late presentation fee on candidates for late submission of coursework. Failure to submit a required element of assessment will result in the failure of the whole of Part C.

Where permission for late submission has been granted by the Proctors, no penalty will be imposed.

Factors Affecting Performance

Candidates who would like the examiners to be aware of any factors that may have affected their performance before or during an examination are advised to discuss their circumstances with their college and consult the Examination Regulations (Part 13) The board of examiners will use the following procedure for the consideration of medical and other special circumstances transmitted to them via the Examinations and Assessments Section:

a) A subset of the board will meet to discuss the individual applications and band the seriousness of each application on a scale of 1-3 with 1 indicating minor impact, 2 indicating moderate impact, and 3 indicating very serious impact. When reaching this decision, examiners will take into consideration the severity and relevance of the circumstances, and the strength of the evidence. Examiners will also note whether all or a subset of papers were affected, being aware that it is possible for circumstances to have different levels of impact on different papers.

b) The banding information will be used at the final Board of Examiners meeting to adjudicate on the merits of candidates;

c) A brief, formal record will be kept confirming (i) the fact that information about special circumstances has been considered by the examiners, (ii) how that information has been considered, and (iii) the outcome of the consideration with the reasons for the decisions reached.

Further information on how to make an application for consideration of factors affecting performance in an examination is available at http://www.ox.ac.uk/students/academic/exams

Results

The examiners hope to send details of individual marks to tutors on about 26th June 2017.

Difficulties

Any candidate who encounters difficulties with any of the above should discuss the matter with his or her tutor without delay.

Dr P. Minary
Chairman of Examiners, Part C, Final Honour Schools of Computer Science, Computer Science & Philosophy and Mathematics & Computer Science (Hilary Term 2017)