

Oxford University Department of Computer Science
Undergraduate Supervisory Committee

Examination Conventions: Finals, Part C, 2018

This document establishes the examining conventions to be used in the following public examinations:

Final Honour School of Computer Science and Philosophy, Part C

Nothing contained in this document supersedes the University's regulations and policy set out in the current *Examination Regulations* and the *Notes for the Guidance of Examiners and Chairmen of Examiners* and the *Notes of Guidance on Examinations and Assessment*.

The Examination Conventions are reviewed by the Supervisory Committee for Computer Science and Philosophy, and approved by the Mathematical, Physical and Life Sciences Division, following consideration by the Computer Science Undergraduate Supervisory Committee and the Board of the Faculty of Philosophy.

The Board of Examiners may make minor deviations from these conventions in exceptional circumstances, ideally after reference to the Computer Science Undergraduate Supervisory Committee or to the Proctors.

1 Documentation

Examiners will have access to the following documents. The Chair of Examiners will ensure that, where appropriate, External Examiners have access to these documents.

1. The current *Examination Regulations*.
2. The booklet, *Notes for the Guidance of Examiners and Chair of Examiners*, published by the Proctors' Office.
3. The Educational Policy and Standards Committee's *Notes of Guidance on Examinations and Assessment*.
4. The *Course Handbook*, including the syllabus for each lecture course.
5. The current *Examination Conventions* for Part C in Computer Science.
6. The *examination papers* from the preceding two years.
7. The *Examiners' Reports* on these examinations, including the published tables of *Class Percentage Figures*.
8. The *External Examiners' reports* for the previous two years, together with the responses to these reports made by the Undergraduate Supervisory Committee.

2 Setting the papers

Computer Science papers

Computer Science papers will be set following the standard practice in Computer Science which is detailed in the Examination Conventions: Finals, Part C, 2018 for Computer Science.

Philosophy papers

Philosophy questions are set following the standard practice of the Philosophy Faculty.

3 Marking and checking scripts

Computer Science

Computer Science scripts will be marked and checked following the standard practice in Computer Science as described in the Examination Conventions: Finals, Part C, 2018 for Computer Science.

Philosophy

All Philosophy scripts are marked independently by two examiners and a third examiner in any case where the two examiners cannot resolve a discrepancy between their marks.

In Philosophy the standard of work for the various classes is specified in Annexe A.

4 Moderation and classification

Translation of raw marks into USMs, treatment of medical evidence, and treatment of practicals are as described in the Examination Conventions: Finals, Part C, 2018 for Computer Science.

In Part C, each Philosophy paper or thesis is worth 8 units each, each Computer Science taught course is worth 3 units; and a Computer Science project is worth 9 units.

Candidates complete between 24 and 26 units subject to the following constraints:

- No more than six Computer Science taught courses may be taken;
- Candidates may not take both a Philosophy thesis and a Computer Science project.

The following combinations are therefore permitted:

- Three Philosophy papers (maybe including a thesis) (24 units);
- Two Philosophy papers (maybe including a thesis) and either three Computer Science courses or a Computer Science project (25 units);
- One Philosophy paper (or thesis), and six Computer Science courses (26 units);
- One Philosophy paper, three Computer Science courses and a Computer Science project (26 units);
- Five Computer Science courses and a Computer Science project (24 units).

The average USM is calculated by multiplying each paper mark by its weight, summing, and dividing by 24, 25, 26 or 24, depending on whether the candidate has taken 3, 2, 1 or 0 Philosophy papers.

The Examiners should also calculate an adjusted average USM using a weight of 12 for each Philosophy paper so that the weighted mean of the marks is computed by multiplying the marks for individual papers, summing, and then dividing the total by either 36, 33, 30 or 24 depending on whether the candidate has taken 3, 2, 1 or 0 Philosophy papers respectively. For candidates taking 3 or 0 Philosophy papers, this adjusted average will be the same as the average USM.

The average USM is then rounded to the nearest integer, with fractions of exactly half a mark being rounded up, and a degree class assigned according to the following table:

First class	<p>Average USM at least 70, or adjusted average USM of 70 and an average USM on Computer Science papers of 60.</p> <p>The candidate shows excellent skills in reasoning, deductive logic and problem-solving. He/she demonstrates an excellent knowledge of the material, and is able to use it innovatively in unfamiliar contexts.</p>
Upper second class	<p>Average USM at least 60</p> <p>The candidate shows good or very good skills in reasoning, deductive logic and problem-solving. He/she demonstrates a good or very good knowledge of much of the material.</p>
Lower second class	<p>Average USM at least 50</p> <p>The candidate shows adequate basic skills in reasoning, deductive logic and problem-solving. He/she demonstrates a sound knowledge of much of the material.</p>
Third class	<p>Average USM at least 40</p> <p>The candidate shows reasonable understanding of at least part of the basic material and some skills in reasoning, deductive logic and problem-solving.</p>
Pass degree	<p>Average USM at least 30</p> <p>The candidate shows some limited grasp of basic material demonstrated by the equivalent of an average of one meaningful attempt at a question on each unit of study. A stronger performance on some papers may compensate for a weaker performance on others.</p>
Fail	<p>Average USM less than 30</p> <p>The candidate shows little evidence of competence in the topics examined; the work is likely to show major misunderstanding and confusion, coupled with inaccurate calculations; the answers to questions attempted are likely to be fragmentary only.</p>

Projects

Computer Science projects will be treated in accordance with standard practice in Computer Science, which is detailed in the Examination Conventions: Finals, Part C 2018 for Computer Science.

Treatment of practicals

Computer Science practicals will be treated in accordance with standard practice in Computer Science which is detailed in the Examination Conventions: Finals, Part C, 2018 for Computer Science.

5 Late submission or failure to submit coursework

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

Lateness (where the deadline is Monday at 12 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%
More than 14 calendar days after the notice of non-submission	Fail

6 Penalties for over-length work and departure from approved titles

Where a candidate submits a dissertation (or other piece of written coursework) which exceeds the word limit prescribed by the relevant regulation, the examiners, if they agree to proceed with the examination of the work, may reduce the mark by up to one class (i.e. from a 1st to a 2:1, or its equivalent).

Computer Science Project - The report must not exceed 10,000 words plus forty pages of additional material (e.g. diagrams, program text). The word count may exclude any table of contents, all mathematical equations and symbols, diagrams, tables, bibliography and the texts of computer programs. However any preface, footnotes, and appendices must be included. The certificate of authorship must also include a statement as to the word length, and of the method by which the figure was reached. Project assessors may deduct marks for any failure to meet these conditions

7 Communication with candidates

The Chair of Examiners should write to candidates, reminding them of the general form and procedure for the examination. Notices to candidates from recent years are commended as examples to follow.

8 After the examination

It will be helpful if Examiners will ensure that:

- Full Marking Schemes are deposited (after the examination is complete) in the Examiners' files, kept in the Departmental Office.
- LaTeX source files for the papers (incorporating any corrections) are kept for the electronic archive.

9 External Examiner

The External Examiner for the following degree for 2017-18 will be Prof. Alexandra Silva, Senior Lecturer in Computer Science, University College London:

Annexe A:

Philosophy Marking Conventions

Submitted work (theses/extended essays)

<p>1st: 100 to 70 Upper: 84+</p> <p>Middle: 81, 78</p> <p>Lower: 75, 72</p>	<p>Exceptional work displaying originality, outstanding analytical and argumentative skills, superior command of a wide range of facts and arguments relevant to the question, excellent organisation and presentation, lucid and precise expression</p> <p>Excellent work offering high-level analysis, independent and rigorous argument, critical understanding of a wide range of relevant material, transparent organisation and presentation, lucid and precise expression.</p> <p>Strong work displaying a high standard of analysis and argument, critical insight, and a thorough command of the relevant material; transparent organisation and presentation; clear and precise expression.</p>
<p>2i: 69-60 Upper: 69 to 65</p> <p>Lower: 60-64</p>	<p>+ Effective analysis and argumentation, demonstrating thorough command of relevant material; transparent organisation and presentation of material; clarity of expression. - Occasional imprecision in argumentation or expression; or lack of depth; or minor omissions; or lapses in focus</p> <p>+ Clearly structured and generally coherent discussion, offering a mostly accurate analysis of central arguments and themes, and a justified conclusion. - Occasional lapses in argumentation; writing may be somewhat pedestrian or showing unclarity or imprecision of expression; some omissions or infelicity in organisation of material and/or presentation (e.g. missing or incomplete references, misquotations or misattributions).</p>
<p>2ii: 59-50 Upper: 59 to 55</p> <p>Lower: 54-50</p>	<p>+ Adequate, if somewhat basic, analysis and understanding of key concepts and arguments; generally cogent and well-structured treatment of topic. - Lacking in scope, depth or precision; pat or pedestrian representation of thoughts and arguments; important inaccuracies or omissions; some lapses in argumentation and/or presentation.</p> <p>+ Discussion showing a reasonable grasp of basic material and arguments, and a fair attempt to arrive at a reasoned conclusion. - Significant inaccuracies or omissions; major lapses in argumentation (e.g. nonsequiturs, misuse of concepts or evidence affecting overall</p>

	conclusions); failure to digest material; minor irrelevance; sloppy presentation.
3rd: 49-40 Upper: 49 to 45 Lower: 44-40	+ Limited treatment of topic showing some familiarity with relevant material and arguments; recognisable structure. - Superficial or incomplete treatment; gaps or mistakes in understanding of key concepts and arguments; poor focus and organisation; some irrelevance; poor presentation. + Significant elements of a basic and relevant answer showing some structure. - Muddled argumentation, very superficial discussion with poor focus, significant misunderstanding of key concepts and arguments; considerable irrelevance; incomplete answer; substandard presentation.
Pass: 39 to 30	+ Limited attempt to address question showing a basic grasp of some relevant material. - Seriously incomplete answer; fundamental misunderstanding of key arguments or ideas; significant portions of discussion irrelevant or tangential; basic failures of organisation and presentation.
Fail: 29-0 Upper: 29-15 Lower 14-0:	+ Very limited attempt to answer question; some use of relevant material. - Wholly inadequate answer, discussion largely irrelevant; unacceptably poor organisation and/or presentation. - Completely or almost completely irrelevant or ignorant answer. A very short piece of work, providing no or negligible evidence of study.

Philosophy Marking Conventions

Examination performance

1st: 100 to 70 Upper: 84+ Middle: 81, 78	Exceptional answer displaying originality, outstanding analytical and argumentative skills, superior command of a wide range of facts and arguments relevant to the question, excellent organisation and presentation, lucid and precise expression Excellent work offering high-level analysis, independent and rigorous argument, skilled handling of the facts and arguments relevant to the question, transparent organisation and presentation, lucid and precise expression.
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Lower: 14-0	- Completely or almost completely irrelevant or ignorant answer. Nothing or almost nothing written.
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The class boundaries and class descriptors for all classes remain the same across all Honour School involving Philosophy.