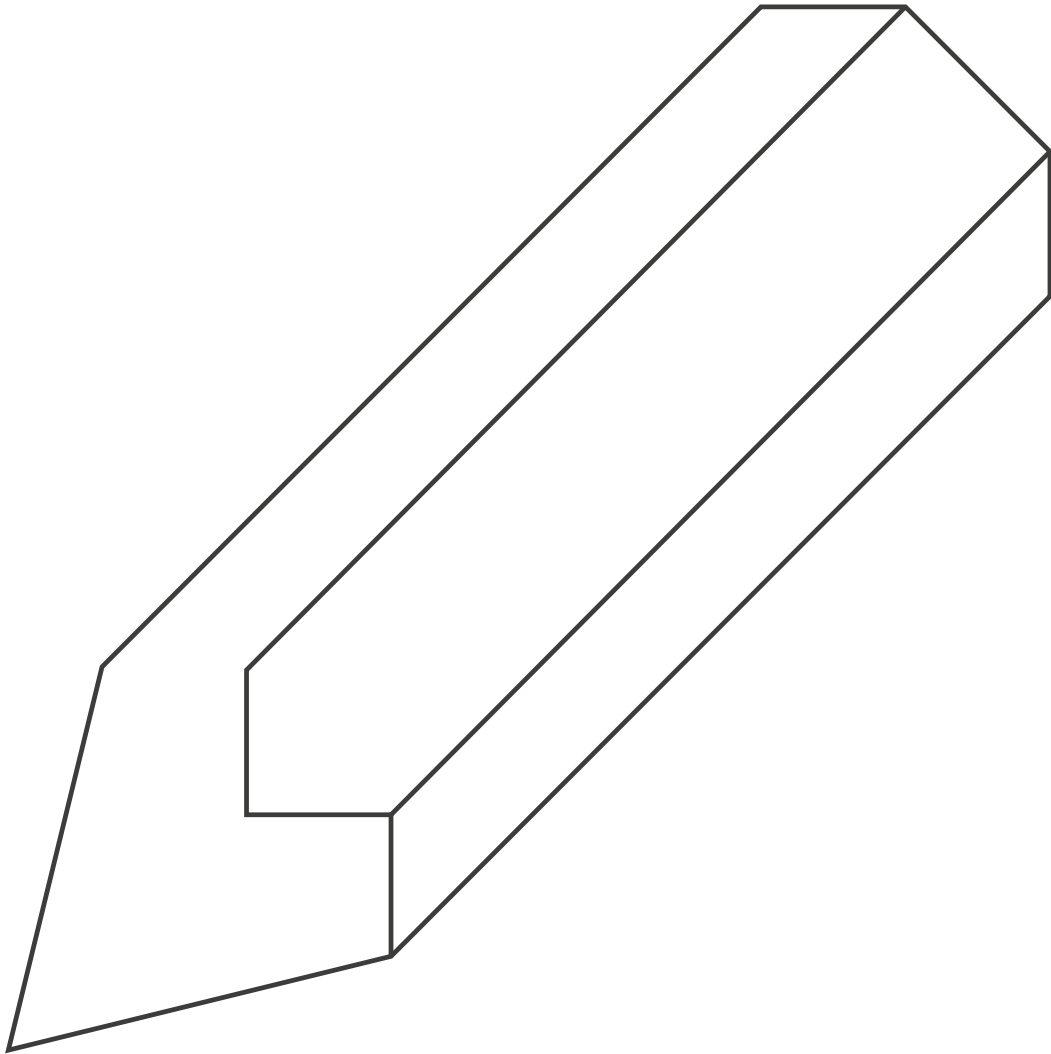


# General rules for written exams



- The students must be present in the examination room during a written exam.
- The students must meet 30 minutes before the start of the examination to make sure the computers are ready before the examination begins.
- The students must bring their student card.
- The students must bring a memory stick to all written exams.
- Mobile phones have to be switched off during the exam, and it has to be turned in to the supervisor before the examination begins.
- It is the students own responsibility that he/she knows how to use the computer and its software, including WISEflow. If technical problems happens and it cannot be repaired immediately, the exam will continue with paper and pencil. Writing utensils have to be brought to each exam.
- It is the student's own responsibility to ensure that the document/exam paper is correctly saved at the computer during the examination.
- For some exams it is not allowed to use the Internet. WISEflow is of course an exception. If the student violate this rule it is considered as cheating and the supervisor can exclude the student from the examination.
- All types of communication during the exam is not allowed.
- It will cause expulsion if the student tries to receive/give information during the exam e.g. in connection with interviews or transfer memory sticks/papers/books between students or use of the Internet.
- It is not possible to go out to smoke during the exam.
- If an examinee wants to address the supervisor he/she must do so by raising his/her hand. If an examinee wants to leave the room this is only allowed with the permission of the supervisor and only under supervision.
- Students are not allowed to leave the exam the last 30 minutes.
- It is allowed to bring an extra screen or a tablet.