

Examination Procedure for the Faculty of WEBIS in the Winter Semester 2024/25

Dear Students,

Please strictly adhere to the following instructions:

- 1. The use of unauthorized aids (especially smartphones, smartwatches, in-ear headphones) is prohibited.**
- 2. Communication or interaction with other examinees during the examination, up until the moment when all participants have submitted their exam papers, is prohibited.**
- 3. Once the examination time has ended (as announced by the examiner), further work on the exam is not allowed. Papers must be submitted immediately.**

Violations of points 1 to 3 will result in the exam paper being confiscated without further warning and the grade "5" (Failed) will be assigned due to cheating.

Additional Instructions:

- 4. Entering the Examination Rooms / Attendance Lists / Student ID**
The examination rooms may only be entered upon instruction by the supervisors. Attendance lists will be available at the entrance. Each student must sign in with **their own pen** (please have it ready!) and show their student ID.
Students who are not registered on the attendance list will only be allowed to participate provisionally and should expect that their exam result might not be valid.
- 5. Exam Questions**
The questions will already be placed face down on your desk. You may not turn them over until instructed by the supervisor to begin the examination.
- 6. Seating in the Examination Room**
Your examination room will be announced in advance. In the room, seats must be taken as directed by the examiner.
- 7. Submission of Exams**
After the examination period ends, exams will be collected by the examiner. Students must remain seated during this process.

Good luck with your exam!