

Medical Sciences Divisional Board

Approved Experimental Psychology Teaching Policy Committee (21/04/2016) and Divisional Senior Officer (25/05/2016)

Title of Programme/ Name of Regulation [if general]

Honour School of Psychology, Philosophy and Linguistics Part II

Brief note about nature of change:

Clarification of format of submission for reports of practical work.

Effective date

For students starting FHS Part II from TT 2016 (i.e. with immediate effect).

Location of change

In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/hsop-philandling/administratorview/>), Honour School of PPL Part II

Detail of change

1. In *Examination Regulations 2015-16* (<http://www.admin.ox.ac.uk/examregs/2015-16/hsop-philandling/administratorview/>), Honour School of PPL Part II, citation references 3.9, amend the clause as follows:

Reports of practical work completed during the course of study for Part II and submitted for marking shall constitute a portfolio which shall be available to examiners as part of the examination. All such assignments must be uploaded to the Assignments section of the Degrees Weblearn site by the times and dates specified at the start of the practical course. Each submission must be accompanied by a declaration indicating that it is the candidate's own work. ~~Every report submitted for marking must be accompanied by a statement indicating that the work submitted is the candidate's own work.~~ Reports of practical work previously submitted for the Honour School of Experimental Psychology may be resubmitted but reports will not be accepted if they have been submitted, wholly or substantially, for another Honour School or degree of this University, or for a degree of any other institution. The Head of Department or deputy shall inform the examiners by the end of Week 0 of the Trinity Term in which the Part II examination is to be held as to which candidates have failed to satisfy the requirement to undertake practical work. Failure to satisfy the requirement to undertake practical work will result in the candidate's final degree classification being lowered by one class. Candidates who fail to submit a portfolio will be deemed to have failed the

entire Part II examination. The Head of Department, or deputy, shall make available to the examiners records showing the extent to which candidates have adequately pursued a course of practical work. The examiners shall take this evidence into consideration along with evidence of unsatisfactory or distinguished performance in each portfolio of practical work.

Explanatory Notes

The method for submission of the Core and Block practicals reports has not been specified in the examination regulations before however the electronic submission of these assessments has been managed by the Department (with Proctorial permission) using Drop Boxes on WebLearn for many years. Departmental Teaching Policy Committee (having also discussed this matter at uJCC and PPL JSC) has decided to move submissions of these assignments from Drop Boxes to the University's Education Committee approved Assignments tool (and specify the submission method in the examination regulations) in order to standardise the submission methods for all applicable assessments in Part II examinations (N.B. the format of submission of Research Project and Library Dissertation has been changed from hard copy to electronic only in the regulations for FHS in Experimental Psychology – this change is automatically applicable to FHS PPL Part II students taking Psychology options).