

# Occurrences

An Occurrence allows variation in the method or timing of assessment for a module.

A	The main occurrence where assessment is conducted in the same academic year that the module is taught.
B	A second offering of the module in the same academic session (e.g. a module is run once in the Autumn term and again in the Spring Term: the Autumn Term offering of the module will have occurrence A; the Spring Term offering will be occurrence B).
DD	ICMA only: modules for distance-learning students who are examined overseas.
ED	ICMA only: modules for distance-learning students who are examined in Reading.
H	Attendance at a credit-bearing module, but not assessed and not taken for credit.
J	Student attends the first term of a module which runs across Autumn and Spring Terms. The module has half its normal credit rating and is assessed within the Department (either by Departmental exam or coursework).
K	Student attends the second term of a module which runs across Autumn and Spring Terms. The module has half its normal credit rating and is assessed within the Department (either by Departmental exam or coursework).
L	Attends a module but for some other credit rating than the normal value. Assessed via the normal examination.
LV	Attends a module but for some other credit rating than the normal value. Assessed via coursework and not the normal examination.
MA	UoRM students (September cohort).
MB	UoRM students (January cohort).
MC	UoRM students (April cohort).
N	A non-credit bearing version of a module which does not contribute to the calculation of progression or classification.
Q	Used for anomalous students.
V	Visiting students who are taking the module at the correct credit rating but are assessed by coursework rather than by examination.
X	students who are taught a module in one year, but who are examined in the following year (usually following a suspension that covers the exam period).

# Sequence Numbers

The Exams Office uses different sequence numbers to manage assessment records on RISIS. Each type of assessment is assigned a different sequence number, using the list below. They also help to distinguish between first attempts and resits, and different module occurrences.

For advice about what sequence numbers mean or which one to use in a particular scenario, please email [examinations@reading.ac.uk](mailto:examinations@reading.ac.uk).

1st attempt	2nd attempt	Meaning
001	201	A centrally administered, written exam. These are the most common sequence numbers used on exam question papers, and they go with the regular A occurrence of the module.
002	202	In rare cases, a single module may have two centrally administered written exams per year. The second of the two question papers is assigned these sequence numbers.
003	203	Used for centrally administered written exams with an X occurrence.
010	210	A centrally timetabled practical exam.
030	230	For assessment other than centrally timetabled exams, most commonly coursework. Other examples include: in-class tests, practicals, orals, presentations and projects. This sequence goes with the regular A occurrence of the module.
040	240	UoRM students (September cohort, MA occurrence)
041	241	UoRM students (January cohort, MB occurrence)
044	244	UoRM students (April cohort, MC occurrence)
064	264	BIT Beijing Students (CA occurrence)
080	280	Dissertations only.
090	290	Visiting Students who are assessed by coursework (when the A occurrence of the module is assessed by exam)
091	291	For use with Q Occurrences (anomalous students).
093	293	For use with H Occurrences (Attendance-only; module not assessed).
500-505	500-505	MPharm Pharmacy only: a centrally administered written exam. The first exam per session will be allocated the 500 number. If there is more than one written exam per session, it will be allocated 501, 502 etc. There is no distinction between first and second attempt.
530-539	530-539	MPharm Pharmacy only: For assessment other than centrally timetabled exams, most commonly coursework. Other examples include in-class tests, practicals, orals, presentations and projects. The first assessment will be allocated the 530 number. If there is more than one assessment, they will be allocated 531, 532 etc. There is no distinction between first and second attempt.
590	590	MPharm Pharmacy only: reserved for anomalous students.

# Assessment Type Codes

The Assessment Type on RISIS determines how each module will be assessed (eg. exam vs coursework) and if it relates to an exam, how/when it will be timetabled.

Code	Meaning
CW	Coursework
DIS	Dissertation
EXAM1	ICMA and Whiteknights MBA only First attempt exam in January; resit in August
EXAM3	Part 1 and IFP students First attempt exam in May/June; resit in August
EXAM4	Part 2 students First attempt exam in May/June; resit in August
EXAM8	PG students and UG Part 3 & 4 students First attempt exam in April/May; resit in August
EXAM9	UG Part 3 & 4 students for one hour exams with special timetabling constraints. First attempt exam in April/May; resit in August.
EXAM13	First attempt exam in August; resit in the following August.
EXAMJ	January IFP cohort students First attempt exam in July; resit in August.
PRAC3 PRAC4 PRAC8	Practical exams timetabled centrally but held in School. First attempt exam in April –June; resit in August.
EX3THP EX4THP EX8THP	Take home papers, timetabled centrally but handed out and collected back in School. First attempt exam in April –June; resit in August.