

**Section 6: Programme-related  
matters**

## Assessment-related measures to mitigate the impact of the pandemic (2020/21)

The University has adopted the following assessment-related measures for 2020/21 to mitigate the impact of the pandemic:

### **University-level**

1. The use of take-home, open-book, online examinations, wherever this format is consistent with the assessment of the relevant learning outcomes and with the fulfilment of the accreditation requirements of relevant Professional, Statutory and Regulatory Bodies. There will normally be a 23-hour window in which students are required to complete and submit their script; in some cases guidance will be given on how long to spend on the paper, and in others there will be a time restriction which requires that the student submit the script within a specified period from the time at which they accessed the paper. This provision is designed to allow students flexibility in completing their paper to accommodate their individual circumstances.
2. Temporary changes to the Extenuating Circumstances Policy whereby:
  - (a) The requirement to provide evidence in support of an extenuating circumstances request has been relaxed in cases where evidence cannot be obtained;
  - (b) A Post-Results Extenuating Circumstances process has been introduced, whereby students submit extenuating circumstances requests following publication of their results. This allows students to consider the impact of their circumstances in the light of their performance and to make an informed decision whether to submit an extenuating circumstances request.

The temporary changes to the Extenuating Circumstances Policy are available at [http://www.reading.ac.uk/web/files/qualitysupport/Temporary\\_revisions\\_to\\_ECs.pdf](http://www.reading.ac.uk/web/files/qualitysupport/Temporary_revisions_to_ECs.pdf)

### **School-level**

3. The following mitigations which Schools may apply, as appropriate, to a cohort of students at the level of a module, programme Part, or programme:
  - (a) Rescheduling assessments

- (b) Setting alternative assessments
- (c) Reweighting assessments
- (d) Exempting (i.e. removing) assessments
- (e) Providing a retake opportunity for an in-class test or marking the test out of a reduced number of questions
- (f) Extending coursework deadlines
- (g) Allowing students to submit a Statement of Impact. The Statement of Impact enables a student to provide information on restrictions on access to resources, due to the pandemic, while undertaking the work (especially major pieces of work, such as dissertations, creative projects); students are expected also to indicate how they sought to overcome such challenges. The Statement of Impact is taken into consideration as part of the assessment process.

In all cases, the School must ensure that module learning outcomes are assessed across the module.

- 4. In the case of individual students who are experiencing adverse circumstances, mitigations are available through the Extenuating Circumstances process.

**Review**

- 5. In the event that the pandemic worsens, the University Board for Teaching, Learning and Student Experience will review these measures and may consider implementation of further mitigations in the light of changing circumstances.

<b>Version</b>	<b>Keeper</b>	<b>Reviewed</b>	<b>Approved by</b>	<b>Approval Date</b>	<b>Effective From</b>
1	CQSD	See paragraph 5 above	UBTLSE	23 February 2021	with immediate effect