

Requirements for students' equipment

As a student, you must have five things ready for online exam: A PC, a mobile phone, an Internet connection, your student ID card, and a room where you can be alone. If you do not have one or several of these things, we recommend that you lend them and/or find another venue where it is available.

For oral exam you need a mobile phone and a camera on your PC. Before the exam, it is important that you check that both the microphone and the sound is working on your PC. We recommend that you use a head-set. It is your responsibility to ensure that the examiner can hear you. If you need a "board" for your oral exam, you must make sure that your mobile phone has been set up to clearly capture what you are doing, e.g. by using a holder, and that the board is well-lit. You must have a pen or a ballpoint pen with a clear colour, and use paper as "board".

Your PC and mobile phone must be fully charged before the exam, preferably connected to power. We recommend that your PC is connected to the Internet with a cable, if possible. In any case, try to limit the number of units on your wireless network. If you use an Internet connection with limited data, it is your responsibility to ensure that there is enough data to complete your exam.

Oral exam

Before the exam

[In this guide for Zoom, you can see how to prepare for oral, online exam, how to get on Zoom, and how the exam is carried out in practice](#) (NOTE: In Danish only).

We recommend that you download TeamViewer for your PC, so that AU's IT support can help you directly on your computer in the event of IT problems. You can download TeamViewer [here](#). The phone number for IT support is +45 8715 4010.

During the exam

In Digital Exam, you will find a link and a password for the Zoom room where your exam takes place.

You must have your student ID card ready. When you are brought in from "Waiting room", you must show your student ID card. Then, the examiner will ask you to write your mobile phone number in the chat to use in the case of a breakdown in Zoom.

Take-home assignment

During the exam

During a written take-home assignment, please contact the study administration at the email address or the phone number provided in Digital Exam, if you think there is an error in your assignment. The studies administration will then contact your lecturer to determine whether it is in fact an error. If this is the case, you will be contacted about any changes via your AU email address. That's why it's important that you keep an eye on your AU email.

MCQ – Multiple Choice Exam

This exam is held via Blackboard.

If there are errors in MCQ assignment or IT problems occur, follow the procedures described above.