

Bezeichnung: Module Exam Guidelines	erstellt: Breinbauer, Springler, Pircher, Schlattau	frei-gegeben: Kollegium Breinbauer
Gültig ab: WS 2017/18 Ersetzt Version vom: -----	geprüft: Kollegium, Schlattau E: Ebersberger	Frei-gegeben am: 08.11.2017

Module Exam Guidelines

1. Validity and responsibility

- a. Within the scope of the existing legal provisions and the Exam Guidelines of the UAS BFI Vienna, the Module Exam Guidelines apply to modules which are concluded by a final module exam. They supplement the valid Exam Guidelines.
- b. The implementation of the Module Exam Guidelines lies with the respective head of the degree programme. Each head of a degree programme determines to which one-semester module the application of the Module Exam Guidelines is mandatory.
- c. The Module Exam Guidelines will come into effect at the beginning of summer term 2018, with the exception of the master programme in European Economy and Business Management (MEWU).

2. Definition of modules

- a. A module is a temporally related and self-contained teaching and learning unit to which specific learning objectives are associated. It can consist of one or more course parts belonging to one subject or different subjects. It usually comprises 6 ECTS points or a multiple thereof.
- b. The module consists of a joint assessment of all contents and concludes with a module grade.

3. Types of modules and assessment of achievements

- a. Modules are completed with one overall grade which explicitly covers all elements of the module or the thematic relations between these elements. The module comprises a total of 100 points.
- b. Module types are an application of course types (integrated course, practical course, lecture, etc.) to the module mode. The following types of modules can be distinguished within a module:
 - **Module with the form "Integrated course":** The module, consisting of one or more courses (contents from one or more subjects), contains a part of continuous assessment and a final module exam. It has 100 points in total, 70 of which should be assigned to the module exam and 30 to the practical part (continuous assessment). The final exam is usually set

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with 90 minutes for a module of 6 ECTS. A different distribution is permitted upon factual justification. For larger modules, the test duration needs to be extended accordingly, but must not exceed a maximum of 120 minutes.

➤ **Module with the form "Seminar / Project Seminar":**

Seminars as well as Project Seminars are courses with continuous assessment: submitted written papers treating scientific and / or work-related issues will be graded, as well as the quality of assignments completed and objectives reached by students after independent development of steps such as presentations, commitment, etc.

➤ **Module with the form "Practical Course":** Exams for practical courses will be set individually for each course. For example: 1 part written exam, 1 part participation and 1 part home assignment; The weighting of the written final exam must not have more than 50%. On a negative first attempt, only the written and/or oral exam must be repeated. Alternatively, an appropriate mode for the second attempt (1st resit) will be announced if the assessment is only composed of various components of continuous assessment, and the repetition thereof would not allow for a positive completion of the module. The final exam must not exceed 60 minutes for a module with the form "practical course". For larger modules, the test duration needs to be extended accordingly, but must not exceed a maximum of 120 minutes.

➤ **Module with the form "Lecture":** The module is concluded by a final exam which has 100 points and includes all content and interrelations between the subjects of a module. The final exam is set with 90 minutes for a module of 6 ECTS. For larger modules, the test duration needs to be extended accordingly, but must not exceed a maximum of 120 minutes.

- c. The contents of a possible module exam before a board of examiners (board module exam) do not change in relation to the module exams held previously. If the module consists of different subjects, the composition of the board of examiners must reflect the weighting of the previously held final exams (1st and 2nd attempts). Accordingly, the two examiners must not be from the same subject field in order to reflect the module's interdisciplinarity.
- d. Repetition of negatively completed (failed) modules: If a module is not completed, all elements of the module are to be repeated.
- e. Recognition of a module: A module can only be recognized in its entirety. Recognition of individual module parts is not possible.
- f. The design and implementation of the final module exam lies in the responsibility of the subject coordinator (if the module is assigned to one subject), or of a module coordinator nominated by the head of the degree programme.
- g. Marking exams: In case of a written final exam the contents of which go beyond one subject, it is admissible to entrust various examiners with the correction of the exam. It is also admissible, in such a case, to entrust them with the marking of parts of the exam

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