

COURSE MANAGER



Start early



Reply quick

NB: different for all programs.
Course manager and head of teaching suggests/inquire markers. New recruitment process coming spring 2021.

Course manager makes the question sets in Inspera and the assessment guidelines. These have to be quality checked by another academic colleague. Notify the study advisor of who it is.

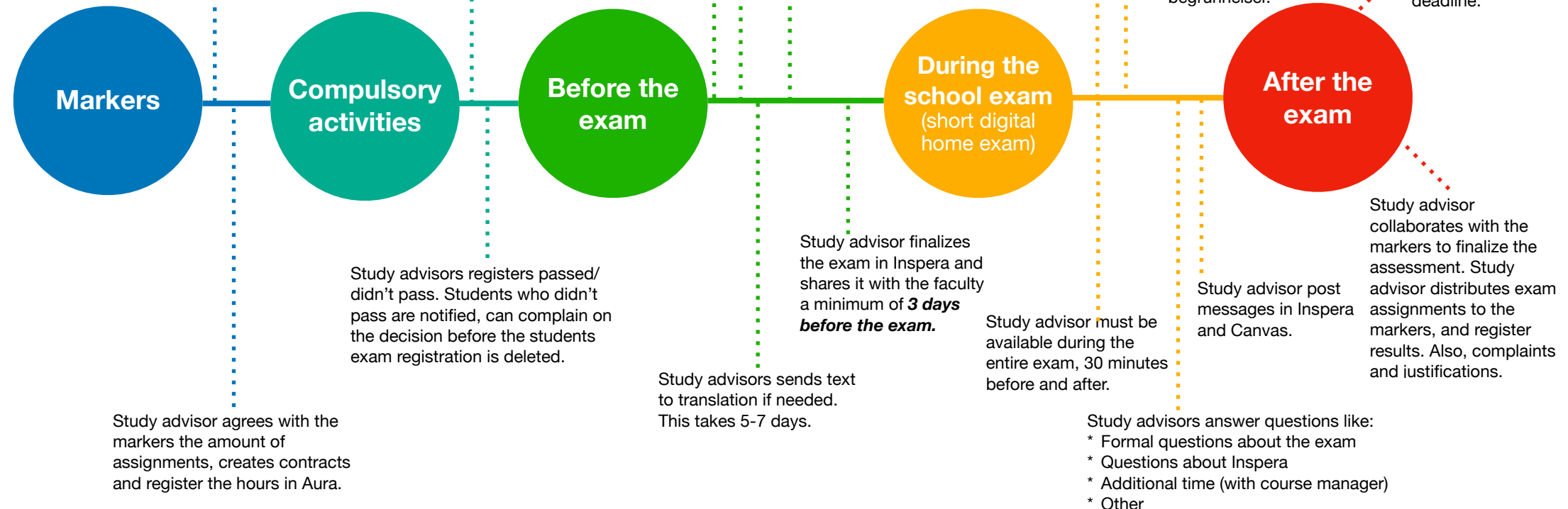
Course manager **must be available 30 minutes before and throughout the whole exam** (including extra time) for professional questions and extra time.

If the course manager can't be available parts of or the whole exam, a substitute has to be appointed by the course manager. Contact information is shared with study advisor.

Posponed exam?

Study advisor informs the course manager, and a new question set + assessment guidelines are made before given deadline.

Studiekonsulent i samarbeid med sensorer. Studiekonsulent ferdigstiller og fordeler ut til sensorene. Ordinær sensur, klagesensur + begrunnelser.



STUDY ADVISOR