Universität Konstanz

Online exams | Take home exam

Guide for students at the University of Konstanz

Created by the e-learning team at the University of Konstanz based on a guide from the University of Mannheim. Many thanks!

Version: 14.06.2021

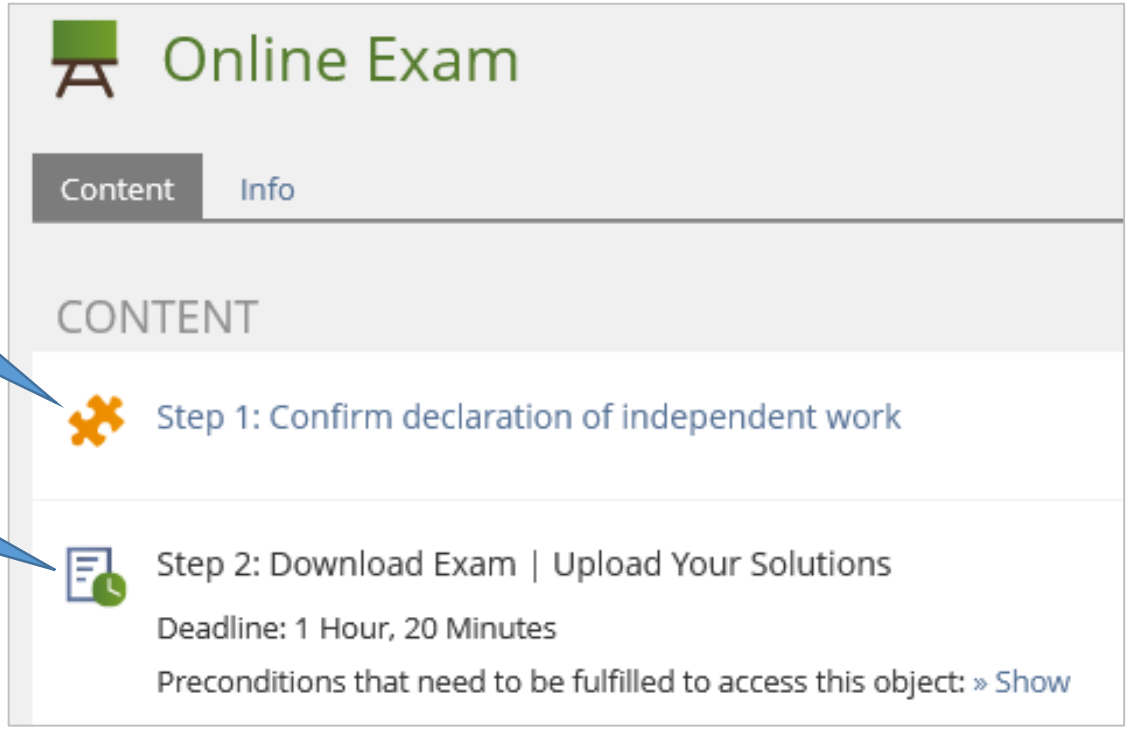
The standard virtual exam room “take home exam” contains the following
(unless your examiner changes the settings):

Step 1:

- in which you can read the “declaration of independent work” before confirming the statement and thus meeting the requirement to take part in the exam

Step 2:

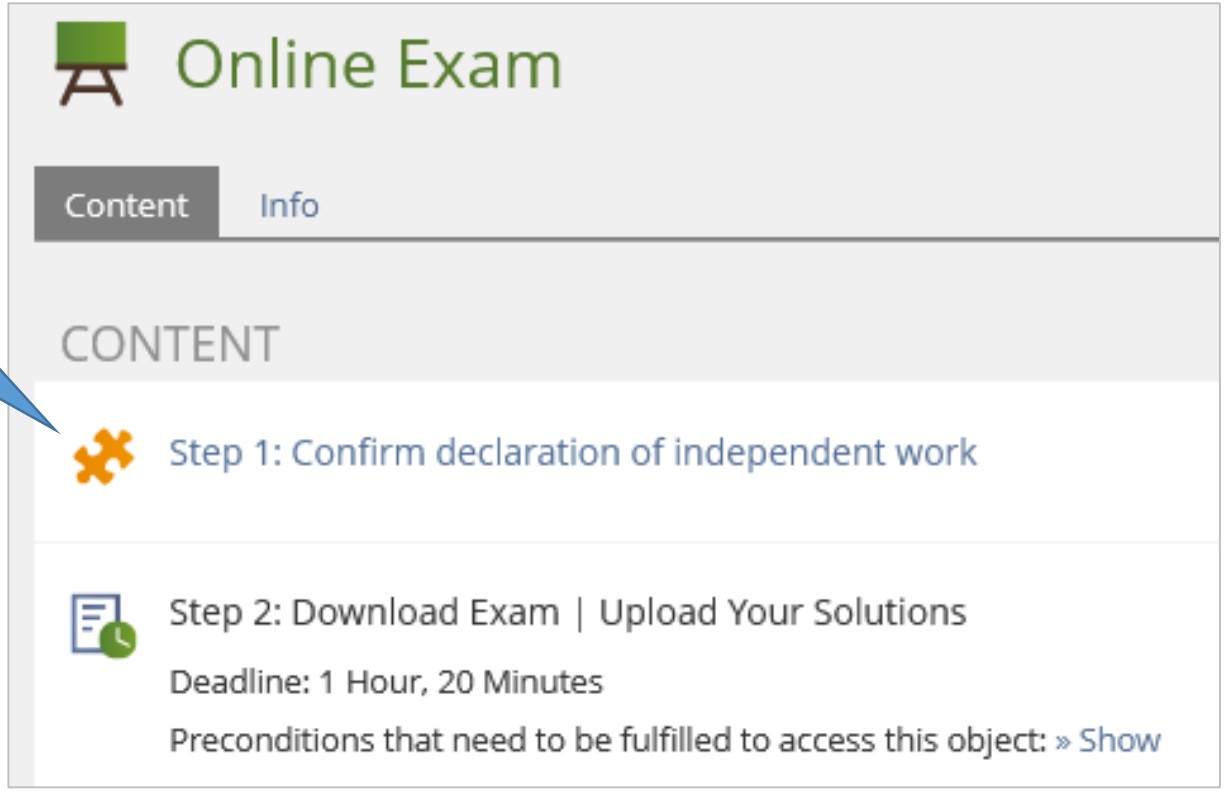
- to download the exam document(s)
- to upload and submit your answers/solutions



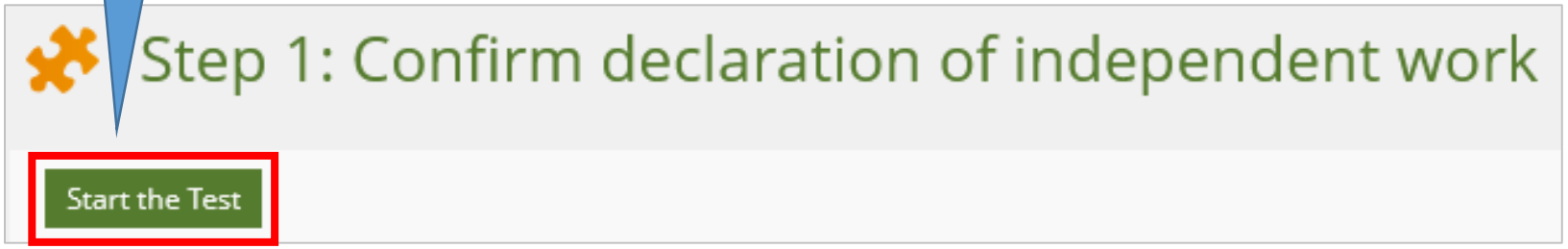
The virtual exam room is only available during the time frame you were told.

If you have technical problems during the exam,
please contact your examiner directly.

1. Open “Step 1” for the **declaration of independent work.**



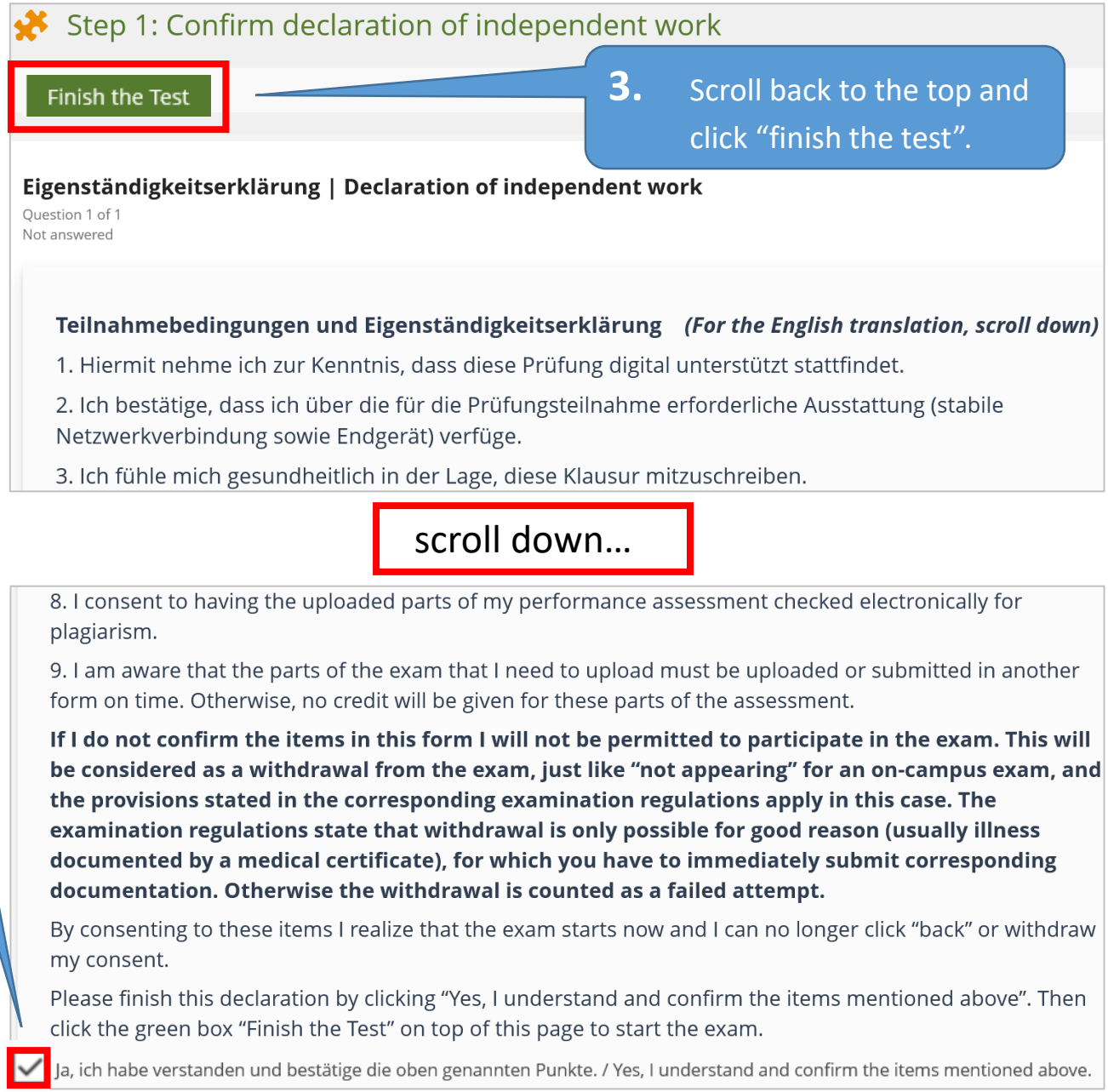
2. Click “start the test”.



1. Read the declaration of independent work. (Scroll down for the English translation).

2. Scroll down to the very bottom and tick the box to confirm the declaration of independent work.

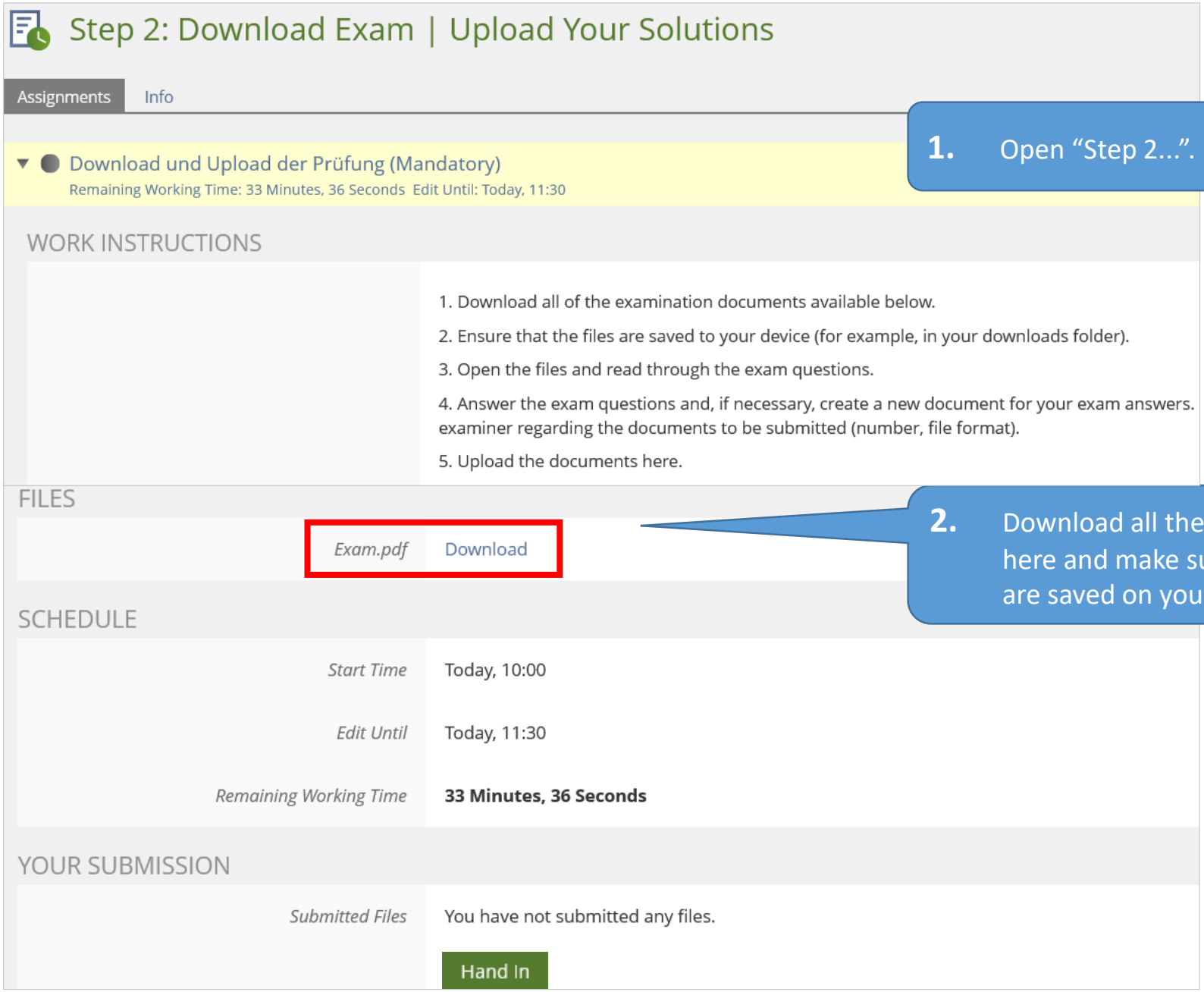
3. Scroll back to the top and click “finish the test”.



You can only access the exam document(s) after you have confirmed the declaration of independent work.

Click one level back in the navigation to return to the exam room overview.

(If you forgot to confirm the declaration of independent work, you can do so now by clicking on “start new test pass”).


Step 2: Download Exam | Upload Your Solutions
Assignments
Info
Download und Upload der Prüfung (Mandatory)
Remaining Working Time: 33 Minutes, 36 Seconds Edit Until: Today, 11:30
WORK INSTRUCTIONS
1. Download all of the examination documents available below.
2. Ensure that the files are saved to your device (for example, in your downloads folder).
3. Open the files and read through the exam questions.
4. Answer the exam questions and, if necessary, create a new document for your exam answers.
examiner regarding the documents to be submitted (number, file format).
5. Upload the documents here.
FILES
Exam.pdf
Download
SCHEDULE
Start Time
Today, 10:00
Edit Until
Today, 11:30
Remaining Working Time
33 Minutes, 36 Seconds
YOUR SUBMISSION
Submitted Files
You have not submitted any files.
Hand In
1. Open “Step 2...”.
2. Download all the exam documents here and make sure that the files are saved on your end device.

1. Now you can start the exam.

Turn in your work by the deadline!

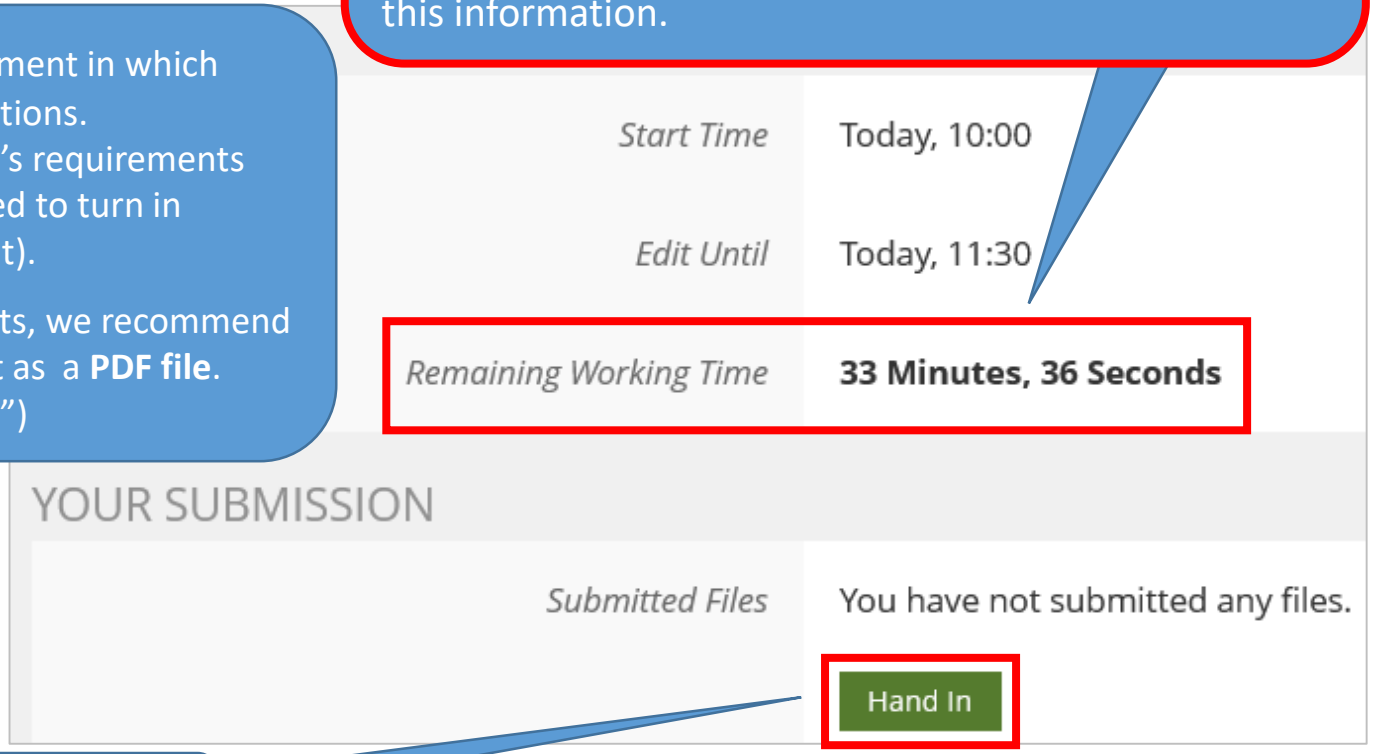
Please note:

ILIAS does not update the remaining time automatically!

You will need to reload the page in order to update this information.

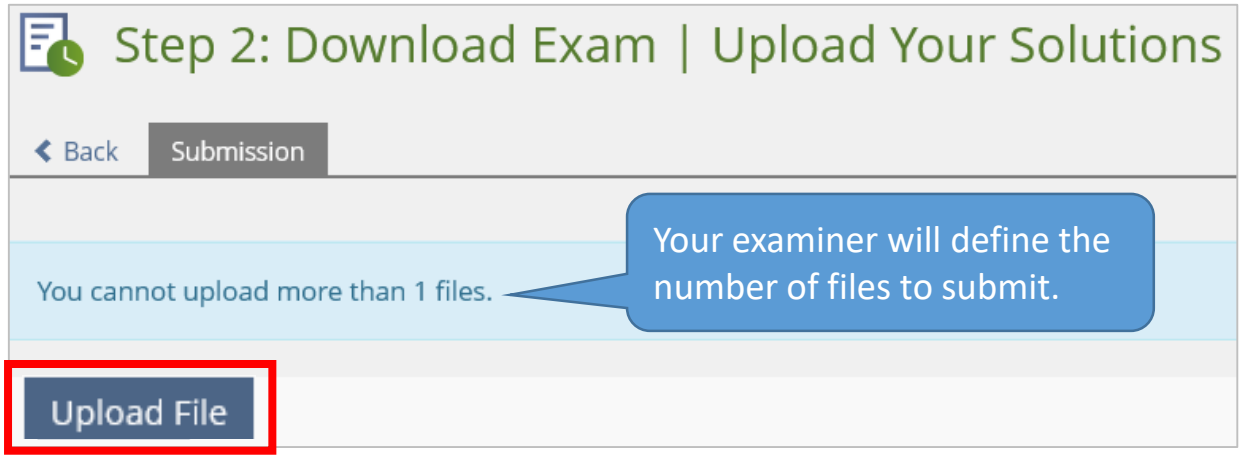
2. If necessary, create a document in which you answer the exam questions.
Please note your examiner's requirements for the documents you need to turn in (number of files, file format).

If there are no requirements, we recommend saving the exam document as a **PDF file**.
("save as" → file type "pdf")



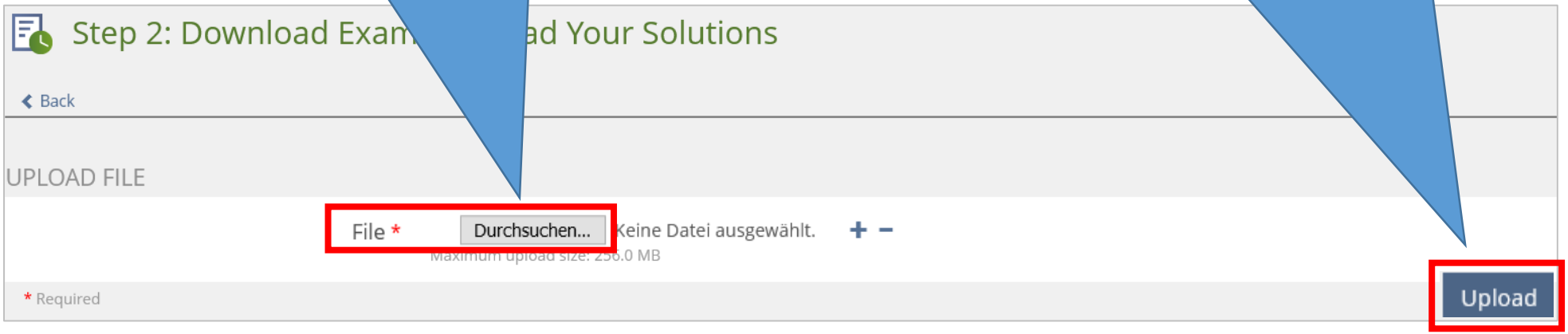
3. Click "hand in" to upload your work.

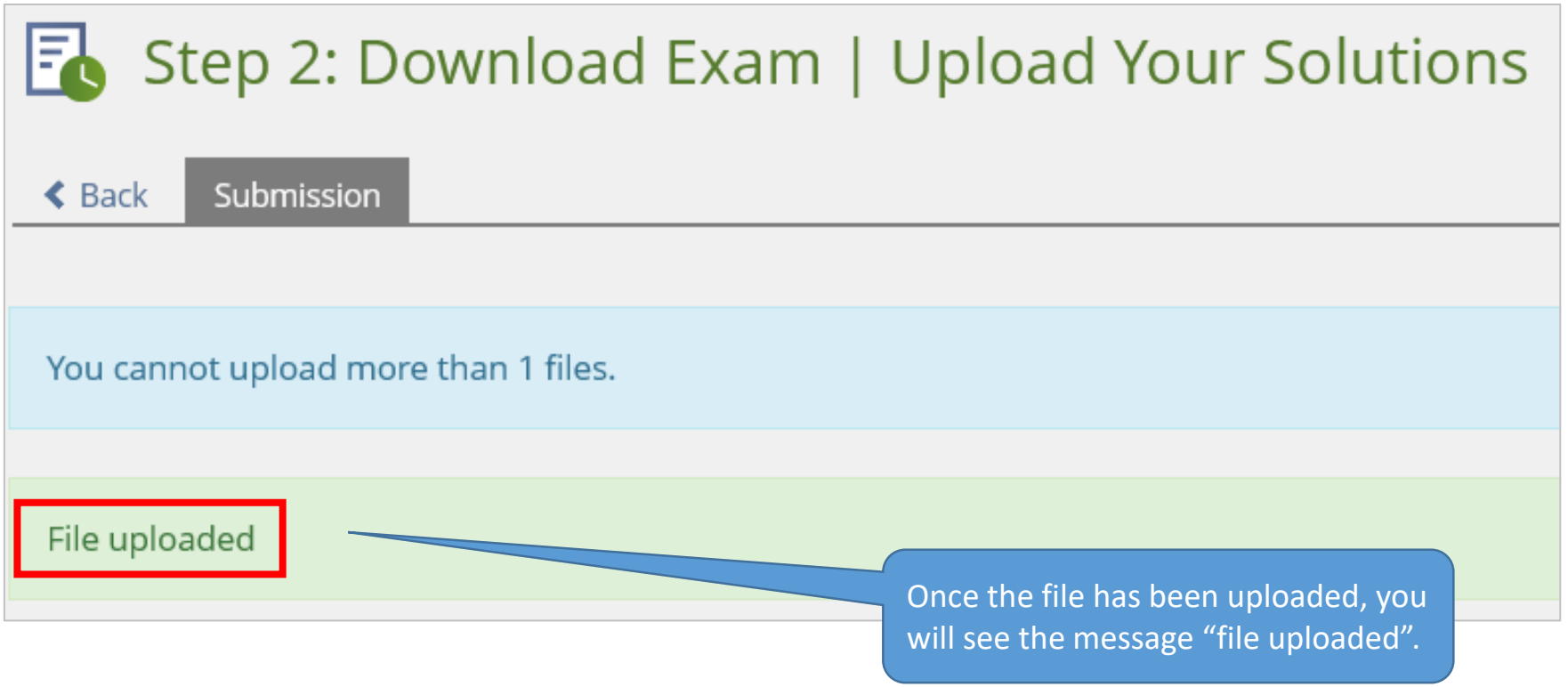
1. Click on “upload file”.



2. Click on “durchsuchen” (browse).

3. Now you can select the exam document on your end device and then click “upload” to submit it.





We wish you all the best for the exam(s)!

Your e-learning team