

Exams in WISEflow at MAI 2021-02-22 – 2021-04-28

This information describes how the exams given via WISEflow will be handled by MAI during the period 2021-02-22 to 2021-04-28 according to decisions made by LiU in LiU-2021-00029, LIU-2020-04781 and LIU-2020-01235.

After the registration period has expired but before the examination takes place, you, as a registered student, will receive an email at your xxxxxy123@student.liu.se address. In it there is a link to the exam. Only registered students will be able to access the exam and only during the set writing time. Please remember to check your junkmail if you think you haven't received the email.

Please note that

- The exam should be carried out individually, i.e. cooperation with others is prohibited.
- The examiner may issue examination instructions regarding permitted and unauthorized aids. Exactly what applies to the exam you are going to write, you will receive information about by email or the website of the course no later than five working days before the examination.

Any suspicion that the above rules have not been complied with is reported to the Disciplinary Board.

Some tips

1. Follow the WISEflow link before the day of the exam. Then you can get acquainted with the system in advance so that you can use the exam time for the exam. If you are not able to enter WISEflow, you then have time to fix it. Your exam will be of the type FLOWassign. No additional software will be downloaded, An internet connection and a browser is enough.
2. Prepare some sheets of paper with
 - a) Course code and module (e.g. TAOP33/TEN2)
 - b) Date (e.g. 2021-03-16)
 - c) The text "FlowID number" with your flowID number, which you will later get in WISEflow. It replaces the AID number you get at a regular exam. You can see your FlowID by pressing the preview button Preveiw the cover sheet (Förhandsgranska försättsbladet) after the exam has started. It is shown in the third box, called "Participant" (deltagare) and will be a number between 1 and 400. Complete every paper with the FlowID when the exam starts.
 - d) Page number
3. If you have problems in WISEflow at the time of submission, send your pdf to mai-tenta@mai.liu.se instead. However, the file must not be larger than 25MB. If it is, you can split it into multiple files and send them in separate emails. Then also write in the emails that the exam is divided into several emails.
4. It is important that you fill in the cover page according to the instructions.

After the exam time has ended, you will have 30 minutes to fill in the cover page, take a picture of your exam, turn it into one pdf file and submit it.

Please note that it is only possible to send one PDF-file to WISEflow.

Information on how to prepare pdf-files of your pictures can be found (in Swedish) here: [kunskapsdatabasen](#) (the knowledge database).

You have the responsibility to make sure you send the correct file, with all pages included and readable. If you have a permit to extend your writing time, WISEflow automatically gives it to you. How to get in touch with the examiner for questions during the time you write the exam is shown in the cover page of the exam.

When you have completed the exam, click on "Fill in cover sheet (Fyll i försättsblad)" in WISEflow and fill in "Pages (Sidor)" with the total number of pages you submit. Please note that you cannot submit the exam if you have not filled in all the fields on the cover sheet. If you hand in blank, your exam will be marked with 0 points.

Due to the current situation, it may take longer than normal before you get your result. If you have any other questions, please contact the Director of Studies nils-hassan.quttineh@liu.se.