



University of South Australia

If you are required to use a calculator, please note the make and model here:

Calculator Make:

Calculator Model:

2006 Mid-year Examination Cover Sheet

Student ID Number

Student ID Number																			
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Family Name	
Given Names	

Division of ITEE

School of NBE

Course Name **Civil Engineering Practice**

Subject Area **CIVE** Catalogue Number **2006**

Examination Day **Monday** Examination Date **19th/06**

Examination Time **Morning** Length of Exam **2.5 hours**

Examination Venue:	Ridley Centre
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Instructions to Candidates

Reading time: 10 minutes

Exam Duration: 2.5 hours

Instructions: Generally the questions require you to place a cross against the correct answer in the box provided. One line answers may also be required. You will require an exam booklet to answer the last question on quarry practices.

Marks are indicated for each section (total = 100%).

Conduct in examinations

Examination procedures

- Students will be allowed a designated reading time prior to the published starting time for the examination.
- No writing in the examination booklets is permitted during the reading time. However, during this period students may complete attendance slips, make notes on loose-leaf paper provided, and fill in details required on the front cover of examination booklets.
- Every student shall fill in the attendance slip where provided. Students will display their student identification card, or an alternative form of photographic identification acceptable to the invigilator. Students who are unable to provide such proof of identity will be permitted to proceed with the examination but will be required subsequently to provide proof of identity. Students holding an ENTEXT card or Access Plan should display the ENTEXT card or Access Plan in addition to their identification card.
- No student shall commence writing answers until authorised by the chief invigilator. All students shall cease writing when instructed by the chief invigilator. At the conclusion of the examination all students shall remain seated until all examination booklets have been collected.
- No student will be permitted to enter the examination room more than 30 minutes after the published starting time.

- No student shall leave the examination room before 30 minutes have elapsed from the published starting time or during the last 30 minutes of any examination.
- After the published starting time a student may leave the examination room temporarily only with the consent of the chief invigilator, and shall be adequately supervised during this period.
- Any student who wishes to leave the examination room, except temporarily, must hand to the invigilator all examination booklets. The invigilator must endorse the booklets as correctly identifying the student.
- A student must not take into the examination room any books, dictionaries, calculators, mobile telephones, personal digital assistants, notes, or other documents, devices or personal items except those specified in the Course Information Booklet (see clause 5.4 c) and authorised by the examiner.
- During an examination no student shall speak to or communicate with any other student.
- During the examination no student will give to or receive from any other person any form of assistance, academic or otherwise.
- No student shall bring into, or remove from, an examination room any examination answer booklet or examination attendance slip.
- Where a student is disrupting the examination, the student may be summarily dismissed from the examination room at the discretion of the chief invigilator.
- Exceptions to the above procedures may be made only with the prior approval of the Director: Student and Academic Services.

Breaches of examination procedures

- Any student who breaches these examination procedures will be guilty of misconduct.
- If misconduct is detected, the invigilator will inform the student at the completion of the examination that the misconduct will be reported.
- The invigilator will document the incident using the Incident Report proforma, and will provide a copy of this report to the Head of School/Dean: Whyalla responsible for the course, within 5 working days of the incident. The Head of School/Dean: Whyalla will investigate the incident.
- Where the Head of School/Dean: Whyalla concludes that no misconduct was involved, no further action will be taken and no record of the investigation will be placed in the student's file.
- Where the Head of School/Dean: Whyalla concludes that the action of the student was an example of inadvertent misconduct, the student will be counselled by the Head of School/Dean: Whyalla, and a note to that effect will be placed in the student's file.
- Where the Head of School/Dean: Whyalla concludes that the action of the student constitutes deliberate misconduct, the Head of School/Dean: Whyalla may determine that the appropriate penalty is the first penalty specified in clause 9.28 below.
 - If the Head of School/Dean: Whyalla makes such determination and if the student admits to misconduct and agrees to imposition of the first penalty specified in clause 9.28 then:
 - a** the Head of School/Dean: Whyalla will prepare a written statement using the proforma ([Investigation Report - PDF staff access only](#)) setting out the findings on the facts, referring to the evidence or other material on which the findings were based, noting the student's admission of misconduct and setting out the penalty imposed, the reasons for its imposition, and the student's agreement to its imposition.
 - b** the Head of School/Dean: Whyalla will, within 10 working days, provide a copy of the Investigation Report to the student, the relevant Pro Vice Chancellor, the Head of School/Dean: Whyalla, the Division Manager and the Director: Student and Academic Services; and
 - c** a copy of the Investigation Report will be retained in the student's file and the Head of School/Dean: Whyalla will issue a reprimand to the student.
 - Where the Head of School/Dean: Whyalla concludes that the case involves deliberate misconduct and either:
 - a** the student does not admit to misconduct; or
 - b** the student does not agree to accept the first penalty prescribed in clause 9.28 below; or
 - c** the Head of School/Dean: Whyalla or the student believes that the first penalty prescribed in clause 9.28 below is not appropriate; then the Head of School/Dean: Whyalla shall establish a formal inquiry.