



# IB EXAMS – MAY 2013

MAY 2<sup>ND</sup> – MAY 23<sup>RD</sup>



# AGENDA

- Exam Timetable
- Examination Materials
- IB Answer Booklet
- Entering an Exam & Late Arrivals
- Temporary Absence & Early Departure
- What is malpractice?  
    What are the consequences?
- End of Exams
- Key Actions
- Questions



# EXAM TIMETABLE

- Check your timetable carefully
  - It is your responsibility to arrive on-time
  - Make sure the whole family know!
  - Includes IB, AP & ISB Exams
- AM Exams start at 7:30am
  - arrive 7:15am
- PM Exams start at 12noon
  - arrive at 11:45am
- All exams are in **MPB**



# EXAMINATION MATERIALS

- ISB Identification Card
- Water in a clear bottle (no labels)
- General stationery (pens, pencils, eraser, ruler)
  - Answers must be written in blue or black pen
- Approved electronic calculator
- Translating dictionary for non-language exam
- All materials should be in a clear plastic bag
  
- Leave all unwanted items in your locker
- NO correcting fluid or highlighter pens
- NO Electronic devices





# Conduct in the IB examinations

**None** of the following items may be taken to your desk in the examination room:



If you take any of these items into an IB examination—even if it is by *mistake*—you will be in breach of regulations and may not be eligible for a grade in the subject being examined.



# ENTERING AN EXAM

- Arrive **15** minutes early
- Leave all electronic devices in your locker
- Enter the exam and sit at your designated desk
  - Seating plans will be posted outside the exam rooms
- Instructions from proctors **MUST** be followed.
- You will be allowed 5 minutes reading time at the beginning of all examinations
  - except multiple choice papers
  - Reading is only permitted during this time



# LATE ARRIVALS

- Candidates are allowed into an exam in the first **60 mins** after the designated start time
  - 8:30am for AM exam
  - 1:00pm for PM exam
- **No** additional time will be given for late arrivals
- After the first 60 mins candidates will **NOT** be allowed into the examination nor will they be able to sit at a later time





# TEMPORARY ABSENCE

- In the case of an emergency (including if you need to go to the toilet) you are permitted to leave the room and come back.
- This will be recorded by the proctor.
- You will be under supervision, you must not communicate with anyone, have access to material or return with any material.



# EARLY DEPARTURE FROM AN EXAM

- Should I leave an exam early?
  - NO
- Can I leave an exam early?
  - YES
    - after 1 hour from the exam starting time and not in the last 15min of the exam
  - NO
    - If exam is shorter than 1 hour 15 mins



# WHAT IS MALPRACTICE?

## WHAT ARE THE CONSEQUENCES?

- Malpractice is any candidate that does not obey the regulations set forward by the IBO
- Malpractice includes:
  - Communicating with any other candidate
  - Sharing of resources
  - Storing information in your GDC
  - Bringing in unauthorised materials to the exam
  - Copying from another candidate
- Consequences
  - Immediately asked to leave exam
  - Disqualification from IB Diploma or IB Course
  - Communicated to your university
  - ISB disciplinary sanctions



# END OF EXAMS

- Ensure your coversheet is correctly completed
- Order of material (tagged together)
  - Blue coversheet
  - Exam paper
  - Answer booklet
  - Graph paper
- Hand everything to the proctor
- Leave the room in a quiet and orderly manner
  - Others may still be completing their exam
- May not discuss exam outside of the ISB community for 24 hours
  - Verbal, electronic or written



# KEY ACTIONS

- Bus form for 6<sup>th</sup> May
- Diploma or Certificate mailing information form
  - G12 only
- University results service form
- Prepare well!
  - Culmination of 2 years work
- Senior Transition – 23<sup>rd</sup> May
- Senior Breakfast – 5<sup>th</sup> June
- Graduation – 7<sup>th</sup> June

LIVE LIFE

“If Today was Your Last Day”



QUESTIONS

