

Assessment brief: Coursework template

Assessment name and unit contribution

e.g. Adaptations to climate change essay

40% of unit marks

Key dates

Assessment deadline (excluding extensions)

<Enter due date of submission>

IN BOLD e.g. Mon 19th Feb 2025 at 1pm

This date represents the general due date. If you have an extension, please check eVision for adjusted dates specific to you.

You can begin working on this assessment from:

X date <Date once students are given all relevant information/training>

Marks and feedback will be returned to you via Blackboard on:

X date <15 working days from submission (check handbook or liaise with admin staff)>

Submission point and format

e.g. on Blackboard as a PDF file

Alternative assessments and absence

Alternative assessment:

<Provide detail on whether an alternative assessment is available>

There is no alternative assessment available./ There is an alternative assessment available which is a narrated PowerPoint...

Absence:

If you have had an extended period of absence and require an extension in order to complete the work you should follow the instructions here: <https://bristol.ac.uk/students/support/academic-advice/assessment-support/request-a-coursework-extension/>

[\(https://bristol.ac.uk/students/support/academic-advice/assessment-support/request-a-coursework-extension/\)](https://bristol.ac.uk/students/support/academic-advice/assessment-support/request-a-coursework-extension/) extensions must be requested at least 48 hours before the coursework submission deadline.

<If the assessment occurs during a practical, then include this statement: If you are absent for the practical during which this assessment took place you should contact the admin team (biologydept@bristol.ac.uk) to report your absence. Depending on the reason for the absence, you may be referred to the EC process.>

If your absence from teaching has significantly impacted your performance in an assessment, submit an exceptional circumstances form (<https://www.bristol.ac.uk/students/support/academic-advice/assessment-support/exceptional-circumstances/submit/>) explaining the situation. You are required to submit supporting documents (<https://www.bristol.ac.uk/students/support/academic-advice/assessment-support/supporting-documents/>).

You can find further information on assessment support here:

<https://www.bristol.ac.uk/students/support/academic-advice/assessment-support/>
[\(https://www.bristol.ac.uk/students/support/academic-advice/assessment-support/\)](https://www.bristol.ac.uk/students/support/academic-advice/assessment-support/)

Academic integrity and use of AI

Before starting this assessment, please ensure you have read the University's information about academic integrity (<http://www.bristol.ac.uk/students/support/academic-advice/academic-integrity/>).

<State whether students should complete the work individually or as a group, providing more detail as necessary.>

e.g. You should complete this work individually. However, you may discuss the course content with others, but the work should be created by only you.

<Enter any specific uses or exclusions of Generative AI use here, following the suggested categories provided by the University Using AI in Assessment | Bristol Institute For Learning and Teaching | University of Bristol (<https://www.bristol.ac.uk/bilt/sharing-practice/guides/guidance-on-ai/using-ai-in-assessment/>)>

e.g. Minimal (Category 2): for example, using spell and grammar checkers to help identify mistakes but not rewrite chunks of text.

Word count

State word count in **BOLD** e.g. **1500 words**

Included in word count:

e.g. main text, headings & reference citations within the text

Not included in word count:

e.g. cover page, reference list, tables/figures and legends

Penalty for exceeding word count:

- Up to 10%: 10% of the total mark deducted
- 10% - 20%: 50% of the total mark is deducted
- Over 20%: Mark of 0

Assessment information

Write out information about the assessment, or attach guidance documents here which cover (where relevant):

- Instructions.
- Whether work should be completed individually or as a group.
- Direct or link to any teaching sessions where the assessment was presented/explained.
- Expected figures/tables and instructions on how they should be presented (and where in the document e.g. after references or in-text) and guidance on figure/table legends, and if there are limits on how many figures can be included (if none, state none).
- Referencing style to use with examples.

- Appropriate style/pitch to use.
- Where to find data set(s).
- Any specific programmes to use.
- Format e.g. abstract (200 words), introduction etc.
- Any specific formatting instructions e.g. line numbers (if so, provide a template and attach it here)

Marking criteria

Attach marking criteria here

Expected feedback for this assessment

e.g. completed marking sheet or written feedback (1-2 paragraphs) with in-text comments in turnitin

Assessment ILOs

State which unit ILOs this assessment addresses

Skills tested and developed during this assessment

Tested:

Developed:

Feedback and feedforward

This assessment builds on skills you have developed in these past assessments, so you may find reviewing the feedback from these past assessments helpful before starting this work:

- List relevant assessments

Learning and feedback from this assessment can be applied to:

- List relevant assessments

Where to get help for this assessment

e.g. drop-in sessions / practical classes / padlet board. Feedback café is always available every teaching week.

Assessment brief: Exam template

End of Unit Exam 60% of unit marks

Key dates

Assessment date

Each exam is a 3 hr download/upload exam. You will have an additional thirty minutes to upload your answers to the Blackboard submission point. Students with agreed alternative exam arrangements (AEAs) will have any additional time added.

This exam is due to take place in the TB-1 assessment period, 15 to 19 December 2025. Exact dates are scheduled centrally by the Exams Office and will be communicated nearer the time. Once published, you can find your exam timetable here: <https://www.bristol.ac.uk/students/your-studies/exams-assessments/exam-timetable/> (<https://www.bristol.ac.uk/students/your-studies/exams-assessments/exam-timetable/>)

You can begin working on this assessment from:

Once the exam begins.

Marks and feedback will be returned to you via Blackboard on:

After the School and Faculty Exam boards, usually early ... <check with admin office>

Submission point and format

Submission on Blackboard as a PDF file.

Alternative assessments and absence

Alternative assessment:

There is no alternative assessment available.

Absence:

If you miss an in-person or online exam due to an acute incident or illness you can self-certify your absence. You need to complete the self-certification form by 11:59pm on the day of your exam. You can only self-certify to cover your absence for a maximum of one period of up to two consecutive days per assessment period. There is more information here <https://www.bristol.ac.uk/students/support/academic-advice/assessment-support/missed-exam-assessment/> (<https://www.bristol.ac.uk/students/support/academic-advice/assessment-support/missed-exam-assessment/>)

Academic integrity and use of AI

Before starting this assessment, please ensure you have read the [University's information about academic integrity](http://www.bristol.ac.uk/students/support/academic-advice/academic-integrity/) (<http://www.bristol.ac.uk/students/support/academic-advice/academic-integrity/>).

You must complete this exam individually. It is an open book exam and so you are able to use notes and the internet, although you are not allowed to use generative AI beyond a minimal (Category 2) usage: for example, using spell and grammar checkers to help identify mistakes but not rewrite chunks of text.

Word count

1000 words for Y2 TB1 exams, 1500 words for Y2 TB2 and Y3 exams

Included in word count:

Main text, headings & reference citations within the text

Not included in word count:

Reference list

Penalty for exceeding word count:

Up to 10%: 10% of the total mark deducted

10% - 20%: 50% of the total mark is deducted

Over 20%: Mark of 0

Assessment information

Each exam is a 3 hr download/upload exam. You will download the exam paper, work offline and then upload your answers. Papers are password protected.

Referencing is expected, in-text citations should be name/year (e.g. Smith et al. 2019) and provide a full reference list (excluded in word count, not marked and formatting does not matter). General info. from lectures does not need a citation.

Write out information about the assessment, or attach guidance documents here which cover (where relevant):

- Instructions.
- Direct or link to any teaching sessions where the assessment was presented/explained.
- Expected figures/tables and instructions on how they should be presented (and where in the document e.g. after references or in-text) and guidance on figure/table legends, and if there are limits on how many figures can be included (if none, state none).
- Referencing style to use with examples.
- Appropriate style/pitch to use.
- Where to find data set(s).
- Any specific programmes to use.
- Format e.g. abstract (200 words), introduction etc.
- Any specific formatting instructions e.g. line numbers (if so, provide a template and attach it here)

Marking criteria



Guidelines for assessing Year 2 written work.docx

Expected feedback for this assessment

Around a paragraph of text appraising the work and justifying the marks awarded.

Assessment ILOs

State which unit ILOs this assessment addresses

Skills tested and developed during this assessment

Tested:

- How to think in and beyond my discipline
- How to express my ideas
- How to conduct my own research
- How to evaluate the research of others
- How to think critically
- How to develop ideas and solve problems
- Act with integrity

Developed:

- How to develop effective learning strategies
- Organise myself effectively

Feedback and feedforward

This assessment builds on skills you have developed in these past assessments, so you may find reviewing the feedback from these past assessments helpful before starting this work:

- Mock exam held in TB1

Learning and feedback from this assessment can be applied to:

- Future end of unit exams in TB2 of Year 2 and in Year 3

Where to get help for this assessment

Please contact biologydept@bristol.ac.uk if you have any questions about the assessment or if, on the day, you encounter upload or access issues.

For other general content support please contact the relevant lecturers on the unit.

Assessment brief: Timed assessment template

Assessment name and unit contribution

e.g. Mid-unit timed assessment
30% of unit marks

Key dates

Assessment date or deadline (excluding extensions)

<Enter due date of submission, the date the assessment will take place, or the Teaching Block an exam will be sat. If an exam, indicate when dates should be available and where to find them.>

IN BOLD e.g. Thursday, 20th February, 4pm. You will have four days to work on this assessment during Week 18.

Friday, 21st February, 4pm for students with agreed alternative exam arrangements (AEAs)

You can begin working on this assessment from:

X date <Date once students are given all relevant information/training>

Marks and feedback will be returned to you via Blackboard on:

X date <15 working days from submission (check handbook or liaise with admin staff)>

Submission point and format

e.g. on Blackboard as a PDF file

Alternative assessments and absence

Alternative assessment:

We understand that presentations can be challenging and recognise that some may require an alternative assessment. If you feel particularly anxious about preparing a narrated PowerPoint presentation, please get in touch with Rhiannon (biologydept@bristol.ac.uk) or Christoph (c.grueter@bristol.ac.uk) to discuss an alternative before February 14th, 4pm. Please note that the submission deadline and the criteria within the marking guidelines will be the same as for the narrated presentations. We are here to support you and ensure you have the resources you need to succeed.

Absence:

Extensions, self-certifying absences and late submissions are not permitted for timed assessments. If you are not able to start or complete a timed assessment, complete and submit an exceptional circumstances form explaining the situation. Relevant links are <https://www.bristol.ac.uk/students/support/academic-advice/assessment-support/#timed-assessments> (<https://www.bristol.ac.uk/students/support/academic-advice/assessment-support/#timed-assessments>)

assessments) and <https://www.bristol.ac.uk/students/support/academic-advice/assessment-support/exceptional-circumstances/submit/> (<https://www.bristol.ac.uk/students/support/academic-advice/assessment-support/exceptional-circumstances/submit/>).

You can find further information on assessment support here:

<https://www.bristol.ac.uk/students/support/academic-advice/assessment-support/>
[\(https://www.bristol.ac.uk/students/support/academic-advice/assessment-support/\)](https://www.bristol.ac.uk/students/support/academic-advice/assessment-support/).

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e.g. Minimal (Category 2): for example, using spell and grammar checkers to help identify mistakes but not rewrite chunks of text.

Word count/time limit policy

Each presentation should consist of a narration lasting no longer than **5-minutes**, or **750-words** if you are submitting the alternative assessment.

Word count/time limit penalties will apply as below:

5-minute narrated presentation:

- Up to 30 seconds over 10% deduction in mark
- 30-60 seconds over 20% deduction in mark
- 60-90 seconds over 30% deduction in mark
- >90 seconds over Score zero for the assessment.

750-word transcript presentation:

- Up to 10%: 10% of the total mark deducted
- 10%-20%: 50% of the total mark deducted
- Over 20%: Mark of 0.

Assessment information

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- Instructions.
- Whether work should be completed individually or as a group.
- Direct or link to any teaching sessions where the assessment was presented/explained.
- Expected figures/tables and instructions on how they should be presented (and where in the document e.g. after references or in-text) and guidance on figure/table legends, and if there are limits on how many figures can be included (if none, state none).
- Referencing style to use with examples.
- Appropriate style/pitch to use.
- Where to find data set(s).
- Any specific programmes to use.

- Format e.g. abstract (200 words), introduction etc.
- Any specific formatting instructions e.g. line numbers (if so, provide a template and attach it here)

Marking criteria

Attach marking criteria here

Expected feedback for this assessment

e.g. completed marking sheet or written feedback (1-2 paragraphs) with in-text comments in turnitin

Assessment ILOs

State which unit ILOs this assessment addresses

Skills tested and developed during this assessment

Tested:

- How to think in and beyond my discipline
- How to express my ideas
- How to evaluate the research of others
- How to think critically
- How to develop ideas and solve problems
- How to think creatively and innovatively
- Communicate confidently and appropriately in a range of settings
- Confident in using digital tools

Developed:

- Organise myself effectively

Feedback and feedforward

This assessment builds on skills you have developed in these past assessments, so you may find reviewing the feedback from these past assessments helpful before starting this work:

- Presentations in PRS or APS, any presentations or graphical presentations from optional TB2 Y2 units, Literature Review and Infographic (Evolutionary Biology), Oral Presentation (BABS).
- For critical thinking of scientific ideas, reports from APS or PRS and Literature Review.

Learning and feedback from this assessment can be applied to:

- End of unit exam

Where to get help for this assessment

e.g. drop-in sessions / practical classes / padlet board. Feedback café is always available every teaching week.