



May 2018

Victor Flynn
Mathematical Institute

Dear Prof. Flynn,

— Marking Arrangements for Part C Examinations 2018

I am writing to provide you with information on the marking arrangements for the Part C Examinations 2018. The Examiners are most grateful to all colleagues who have agreed to mark scripts. Please read carefully the information contained in this letter and the enclosed marking guidelines.

The Elliptic Curves examination is being sat on Saturday 2 June at 9.30am. Whether or not you are able to attend the first 30 minutes of the examination, you will need to be available to be contacted by telephone during the entire length of the examination in case a query arises.

Following the examination, all scripts will be delivered to the Mathematical Institute, unless you have requested to collect them from the Exam Schools. You will be emailed once the scripts have been sorted and are ready for collection from the Academic Office (S0.20). It is anticipated that scripts will be delivered within 24 hours of the examination finishing but scripts for candidates taking the examination under special conditions may arrive later this.

When you collect your scripts you will be given a copy of the approved marking scheme for your paper and mark sheets. If you wish to collect these in advance you can do so from S0.20 from Monday 28th May.

Please mark the scripts according to the enclosed guidelines and return them by hand to S0.20 by 12noon on Friday 8th June. You should keep to the deadlines set by the Examiners, so as not to delay the Examiners' meetings and the production of results. In addition, the Examiners would like to have, for their use in the classification process, a brief report on the performance of the candidates on each paper (or part-paper); a report form is included in the marking guidelines and will also be emailed to you. It would be particularly helpful to have an indication of which raw marks out of 50 should correspond to scaled marks (USMs) of 50, 60 and 70. Please submit the report to Gemma Proctor by Friday 15th June. If you encounter any major difficulty while marking, for example if a significant error is found, which was not corrected when the paper was sat, then you should contact me (chengq@maths.ox.ac.uk) immediately so that appropriate action can be taken.

The Examiners' meetings will take place on 21st and 22nd June and it is anticipated that results will be released on 25th June. Please note that the Examiners may wish to contact you during their meetings or during the meeting on 19th June at which preliminary scalings of raw marks are considered.

Yours sincerely,

Prof. Gui-Qiang G. Chen

Chair of Examiners, Part C 2018

Part C 2018

Instructions for Marking

When collecting the scripts for your examination paper you will be given the approved model solutions, marking scheme and pre-printed mark sheets. Please use these when marking. **In the event that a problem occurs while you are making, for example an error in a question is discovered, please contact the Chairman (Prof. Gui-Qiang Chen, chengq@maths.ox.ac.uk) as soon as possible.**

Marking Scheme

Mark schemes should be applied consistently. Should it become clear while marking that the allocation of marks should be changed, please ensure that this is done consistently for all candidates, and advise the Examiners of the change made by returning a copy of the revised mark scheme with your mark sheets. The mark scheme must not be changed to the extent that it deviates from the mark scheme published on the exam paper. Please note that all questions must be marked out of 25 and that the total mark for a question must be an integer.

Marking the Scripts

The Examiners will want to review at least some of the scripts during the classification process. They will not re-mark (since they cannot do so consistently across all candidates). They will want to be able to see quickly where marks have been gained. They will also want to be sure that all of a candidate's work has been taken into consideration. Therefore you are required to:

- indicate in the margin, in fractional notation the proportion of the available marks awarded for each part of a question, (for example, a score of 3 out of a possible maximum of 5 would be shown as $\frac{3}{5}$);
- show the total mark for a question in some distinctive way, e.g., 18;
- leave some trace that each page has been marked; pages on which no individual marks have been shown should not be ticked, but marked “\” (this is important as it avoids unnecessary delays during script checking);
- copy the total mark for each question on to the cover sheet;
- use some colour of ink not used by the candidate;
- not write comments on the scripts, but, if necessary write on the mark sheets provided. (See the section below on data protection for further information.)

Mark Sheets

When completing the mark sheets, you are asked to:

- enter the integral numerical mark for each question, taking care to **distinguish between an attempt scoring zero marks (enter “0”) and a non-attempt (enter “-”).**
- enter the sum of the question marks in the total mark column.
- compute a check-sum for each candidate, which is the sum of the question marks plus the last two digits of the candidate number taken as a two digit number.
- retain a photocopy of the mark sheet until the results have been released.

Data Protection Act

All examination scripts, including dissertations, will be retained by the Examination Schools. In the event of a legal challenge, the scripts themselves are not disclosable under the Data Protection Act. However, **any comments written on the scripts are disclosable and markers are most strongly urged NOT to write any comments on the scripts that could be construed as subjective judgments.** It is acceptable, and may be helpful to the Examiners, if attention is drawn on the script itself to objective errors causing the mark to be reduced. Such errors would include incorrect calculations and defective mathematical arguments.

Assessor's Report Form

Report on:

Section A – Confidential Report for Examiners

This section will not be published. Please include any changes made to the marking scheme.

If possible, please give your own estimate of which raw mark out of 50 should correspond to a scaled mark of 70 (out of 100, the bottom of the First class), which raw mark should correspond to a scaled mark of 60 (the bottom of the Upper Seconds) and which raw mark should correspond to a scaled mark of 50 (the bottom of the Lower Seconds).

Raw marks which might be scaled to 70:

Raw marks which might be scaled to 60:

Raw marks which might be scaled to 50:

Section B Comments on the paper for inclusion in the Examiners' Report

This section will be published in the Examiners' Report. Please include comments on each of the questions, summarising the standard of answers and noting any common difficulties encountered by the candidates.