

Past Exams in Learning@Griffith



What is the Past Exams Building Block?

The Past Exams collection is now available to Griffith University staff and students via Learning@Griffith. To facilitate this, a new Building Block has been developed to past exams content now stored in the Digital Repository. Previously past exams were only available to academics via the Griffith University Information Services Web site. Academics and instructors can now utilise the Past Exams building block to add Past Exams into their Learning@Griffith course pages.

Note - Past Exam Papers moved from web pages to Learning@Griffith

During 2006 Past Exams Papers have been available concurrently via both a Learning@Griffith building block and the web pages for past exams. In 2007 however, past exams will only be accessible via Learning@Griffith. To see how to continue to make Past Exam Papers accessible for your students, please see instructions below or go to the Learning@Griffith Tipsheets page (Learning@Griffith Tools), See <http://www.griffith.edu.au/ins/learningatgriffith/>.

The image displays three overlapping exam papers from Griffith University. Each paper includes the following information:

- Student Information:** Student Name (Family Name, Given Name) and Student ID.
- University and School:** Griffith University, Griffith School of Engineering (Paper 1), Australian School of Environmental Studies (Paper 2), and School of Science (Paper 3).
- Course and Semester:** 3051ENG (GC) - Construction Engineering (Paper 1), 2261AES (NA) - Plant Diversity (Paper 2), and 1301SCE (NA) - Physics A, 1604SCE (NA) - Physics, 1606SCE_Y1 (NA) - Engineering Physics (Paper 3). Semester 1 - 2006 End of Semester.
- Exam Details:** Working Time, Perusal Time, and Examination Type (Closed Book).
- Perusal Instructions:** During perusal students may write on the Examination Paper.
- Examination Instructions to Students:** N/A.
- Materials Allowed:** Non-programmable calculator, English translation dictionary, and Electronic Dictionaries are NOT permitted.
- Materials Supplied by Griffith University:** 14 PAGE ANSWER BOOK: 1, 6 PAGE BOOK - SPARE: 1.
- Exam Venue:** THIS EXAMINATION PAPER MUST NOT BE REMOVED FROM THE EXAMINATION VENUE.
- Paper Number:** 150 (Paper 1), 802 (Paper 2), and 223 (Paper 3).

Using Past Exams as an Instructor

The Past Exams building block allows teaching staff to:

- Automatically display a default list of all past exams that correspond to the current course code.
- Select the exams which they wish their students to access.
- Link to past exams from other relevant courses.

Adding a Past Exam to your Learning@Griffith Course Site

How to use the Past Exams Building Block to add past exams to your Learning@Griffith course site:

1. Go to the course site you would like to add past exams to
2. Select the page within the course site you would like to add the past exams to via the *Control Panel*; or alternatively, click on *Edit View* while on the selected page.
3. Using the drop down menu from the *Select Learning Unit* to the right of the screen to select **Past Exams** (see figure below)
4. Press **Go**



Finding Past Exams

On entry into Past Exams, all exams for the course code of the course you are currently logged into will appear on the screen. (If there are none, then no exams will be displayed under **Choose Available Exams.**)

From this screen the following options will be available:

Click on the name of the exam	Displays the exam in a separate window for purposes of viewing.
Choose Additional Exams	Enter the appropriate course codes of courses for exams you would like to search for then click on Search .
Search	Performs a search for all currently held exams which are available based on the course codes entered. If any exams are found, they will appear under Choose Available Exams and following any are already displayed
Select an exam for inclusion (using the radio buttons)	By clicking on the "Yes" radio button beside an exam, the exam will be selected for inclusion on the Learning@Griffith course site. Those marked "No" will not be included.
Cancel	Returns you to the point in Learning@Griffith prior to entering Past Exams.
Explanatory Text	Enter any display text which is to accompany the selected exams in Learning@Griffith
Submit	The link to the selected exam will be created on the Learning@Griffith site along with the heading and text which was entered.