

# Important Information regarding the exam

## Controlling Practical

**1. Examination material:**

Examination material are the contents of the scripts, books, etc. applied in the lecture in the respective academic year.

**2. New „Design of an exam“:**

The examination questions are set up according to the scheme on the following page (valid for the exam Controlling Practical).

**3. Results of the examination:**

The results will be announced at the latest 4 weeks after the examination date. Students will be informed via E-Mail.

**4. Post-exam review:**

A date for the post-exam review will be announced at the same time as the examination results. The post-exam review is taking place at the BWL Institute.

**5. Questions referred to examination results:**

These questions will not be answered via E-Mail or by telephone!

Please note the following three points regarding the organization of examination:

1. The exam consists of **open questions** (calculations).
  
2. At the exam you will receive answer sheets **and** questionnaire sheets.
  - (a) **Answer sheets:** Serve to officially answer the examination questions submitted to you. **ONLY** the answers given on the answer sheets will be evaluated!
  - (b) **Questionnaire sheets:** Contain examination questions and answer possibilities. The answers given on the questionnaire **will not be evaluated!**
  
3. **ALL questionnaire sheets and answer sheets** are to be **submitted** at the end of the exam! Every student is **personally responsible** for this!

**Points scheme** (To be completed only by the examiner!):

<b>Question</b>	<b><u>Achievable</u> points</b>	<b><u>Achieved</u> points</b>
Open question I		
Open question II		
<b>Total points</b>	<b>50</b>	

**Grading scale / Evaluation scheme:**

<b>Grade</b>	<b>Points</b>
1	46 – 50
2	40 – 45,5
3	33 – 39,5
4	25,5 – 32,5
5	≤ 25