# **1** Electronical Exam Administration FlexNow – Information for Students

FlexNow: Online ...

- **Register** for examinations
- Cancel exam registrations
- View exam results
- Create summary of academic attainments
- "Register for exams/cancel registration"
- "News" or "Register for exams/cancel registration"
- "News" or "Exam results"
- "Summary of achievement"

You can reach FlexNow through the eCampus-Portal:

#### https://ecampus.uni-goettingen.de/

	Aktuelles		
<ul> <li>✿ Aktuelles</li> <li>☑ Prüfungen an-/abmelden</li> </ul>	& Welcome Laura Teststudent		
<ul> <li>□ Leistungsnachweise</li> <li>⇒ Studierendendaten</li> <li>Im Statistikportal</li> <li>♦ Einstellungen</li> <li>♦ Logout</li> </ul>	News     News from 20.12.2017     Flexnow has got a new look and is more mobile than ever.     In case you experience display problems please send a screenshot to pruefung@uni-goettingen.de.		
00	News from 30.11.2017 Umfage: Bitte nehmen Sie in Stud.IP an unserer Umfrage zu Flexnow teil: Umfrage Flexnow 2017		

#### What do you need?

- Student identification (z.B. Max.Mustermann)
- Password
- Internet access

# 2 Register / Cancel Registration for Exams

A detailed manual for registering and canceling the registration for exams can be found on the following websites:

- PDF (German): <u>http://www.uni-goettingen.de/de/436352.html</u>
- PDF (English): <a href="http://www.uni-goettingen.de/de/438960.html">http://www.uni-goettingen.de/de/438960.html</a>

 Video (German): <u>http://medien.e-learning.uni-goettingen.de/daten/-</u> 2/20092/7963/16-mp4v/FLexNow2Anmeldung.mp4

# Please note:

- A confirmation of the (de-)registration for exams will be sent to your university email account.
- The e-mail account is available at the eCampus portal by clicking at "E-Mail".
- Answers to frequently asked questions can be found here:
  - o http://www.uni-goettingen.de/en/52935.html
- In case you cannot find the exam that you want to register for, please make sure to ask your fellow students before contacting the examination office.

# Important:

You can only participate in an examination if you registered for the course at FlexNow during the respective registration period!

Absence does also require a deregistration!

# Standard deadlines for registration and cancellation:

Please check if the exam regulations provide individual rules for the registration and cancellation of exams. For most courses, the following rules apply:

### Written exams

Registration up to 7 days before the examination, cancellation until 24 hours before the examination date

#### Oral examination

Registration and cancellation up to 7 days before the examination date (exam date defined by examiner)

#### Practical examinations

Registration for the coming semester is possible until two weeks after the end of the course in the preceding seminar, cancellation until two weeks before course start

#### Presentation, paper, records

Registration and cancellation up to 0 days before exam date (exam date defined by examiner)

#### Hybrid of exams, oral exams, presentation, paper, records

Registration and cancellation up to 7 days before exam date (exam date defined by examiner)

# **Statistics Portal:**

Statistics concerning matriculation, exams, rankings etc. may be accessed at the statistics portal: <u>https://pruefungsverwaltung.uni-goettingen.de/statistikportal</u>

# 3 Current Issues

To see which examinations you are currently registered for, please click on "**Current Issues**" in the menu on the left. Also you get information about the date of an examination, the standard deadlines for cancellation, the examination room and the latest results. Furthermore, you have the possibility to cancel exam registrations

Newest resu	lts
new results	
Subscribed	exams
amination subject: B.	gr.0009: Grundlagen der Nutztierwissenschaften II
? Teilprüfung: B.Ag	.0009.Mp: Grundlagen der Nutztierwissenschaften II
WS17/18 – LV-Nr. 74	0005; SIMIANER - Datum: 27.03.2018, 14:00 - 16:00, Raum: ZHG011 und ZHG 010 UniVZ
WS17/18 – LV-Nr. 74 date of examination:	2005; SIMIANER - Datum: 27.03.2018, 14:00 - 16:00, Raum: ZHG011 und ZHG 010 UniVZ
WS17/18 – LV-Nr. 74 date of examination: cancel subscription	20005; SIMIANER - Datum: 27.03.2018, 14:00 - 16:00, Raum: ZHG011 und ZHG 010 UniVZ 27.03.2018 ossible until: 26.03.2018 , 14:00
WS17/18 – LV-Nr. 74 date of examination: cancel subscription j unsubscribe	2005; SIMIANER - Datum: 27.03.2018, 14:00 - 16:00, Raum: ZHG011 und ZHG 010 UnivZ 27.03.2018 rossible until: 26.03.2018 , 14:00

# 4 Student Records

To access your student records please select "Studierendendaten" in the menu on the left and then chose your degree course.

				EN   DE		
	🖻 Studierendendaten					
	Choose degree program	General Information	on			
Aktuelles						
Rüfungen an-/abmelden	Agranwissenschaften (Bachelor of Science) (Immatrikuliert)	Form of address	Frau			
	Physics (Master of Science) (Exmatrikuliert)  Physics (Master of Science) (Exmatrikuliert) (Exmatrikuliert)  Phys	Name	Teststudent, Laura			
Eistungsnachweise	<ul> <li>Physik (Bachelor of Science) (Exmatrikuliert)</li> <li>Professionalisierungsbereich (Immatrikuliert)</li> <li>Load general information and exams</li> </ul>	Matriculation number	9438			
😂 Studierendendaten		Date of birth	10.01.1984			
🔟 Statistikportal		Place of birth	Göttingen			
Cinstellungen		Address	, Platz der Göttinger Sieben 5			
		Telephone 1	-			
O Logout		Telephone 2	-			
00		E-Mail	laura.stockmann@uni-goettingen.de			

Here you can view your complete records. The symbols are defined as follows:



**?** Waiting for result

#### Exams taken



# 5 Performance Record

FlexNow offers the possibility to create a performance record for the university achievements.

						EN   DE				
Sin Comingen	🖹 Leistungsna	achweise								
	Create data sheet (verifiable)									
# Aktuelles										
Prüfungen an-/abmelden	expiration date comment	20.03.2018	_							
🖻 Leistungsnachweise	courses of Studies									
🞓 Studierendendaten	W Agrarwissenschaften (Bachelor of Science) (Immatrikuliert)									
📶 Statistikportal	Physics (Master of Physik (Bachelor)	Physics (Master of Science) (Exmatrikuliert)  Physic (Machalor of Science) (Exmatrikuliert)								
C Einstellungen	Physik (Promotion nach Examen) (Immatrikuliert)									
Logout	☑ Professionalisierungsbereich (Immatrikuliert)									
0 0	Reportformat	1) Standard (nur be	•							
	Sprache	Deutsch	•							
	create									
	Show data sheets									
	ID		date	created on	note					
		CCY6j	20.03.2018	20.12.2017 16:12:35		link				
	delete									

There are different variations of performance records:

### • Create data sheet (verifiable):

Here you can create performance records for various purposes. Select the desired format in "Reportformat" and the language. Also you have the possibility to create performance records for "Bafög" or "Deutschlandstipendium",

"Unbedenklichkeitsbescheinigungen" or "Selbstständigkeitserklärungen" for homework.

# • Show data sheets:

Performance records that have been created in the past can be accessed or deleted here.