

## **Important Notes Concerning Low Laboratory Marks**

If you have failed a course unit that has a laboratory component then it may be necessary for you to submit extra laboratory work in order to pass the course unit. Your resit letter indicates which course units you need to resit. Along with the resit letter, an ARCADE record will be emailed to you in order to inform you of the individual marks for these course units (where appropriate). Please read your resit letter, these notes, and your ARCADE record carefully.

If you have any questions or queries about your ARCADE information, and what work you can submit, then please contact Dr John Latham ([john.t.latham@manchester.ac.uk](mailto:john.t.latham@manchester.ac.uk)). Year tutors are also available to offer advice.

### **1) *Course unit laboratory components***

If your total laboratory mark for ANY course unit you are required to resit is low, then you are strongly advised to submit more work. Note that late flags will not be applied to lab work for resits at a second attempt, but the overall unit mark will be subject to a cap in line with University policy.

If you have work to be marked this should be submitted via the usual means for each course unit. The deadline for having lab work submitted is **5pm, Friday 16<sup>th</sup> August 2019**. Work will not be accepted beyond this date. If you have work that requires face to face marking, you must book a slot and attend that slot. Marking slots can be booked using the form at:

<http://studentnet.cs.manchester.ac.uk/ugt/resit-marking/>

### **2) *Replacing laboratory marks that have been zeroed due to collaboration***

Exercises that have been zeroed due to collaboration can be resubmitted. If a zeroed piece of coursework is submitted, the ENTIRE lab component will be subject to a cap of 40%.