

# Information on exam inspection for examiners

## Rooms

- Exam inspections can be conducted in the rooms dedicated to oral and written examinations. Please find a list of these rooms here: <https://www.uni-ulm.de/nawi/physik/studierende/lehre/pruefungsraeume/>
- Please note the roles for booking, cleaning and airing stated there.

## Booking of rooms for exam inspection and cleaning and airing duties

- The same rules for booking and cleaning apply for exam inspections as for examinations; you can check out these rules under <https://www.uni-ulm.de/nawi/physik/studierende/lehre/pruefungsraeume/>.
- Please find out about the rules in advance and plan adequate time slots for you exam inspection.
- Please fix exact times with your students to avoid gatherings of waiting people before the room.
- Please use rooms with an adequate number of seats. After the exam inspection you need to enable a 30 minute period for airing. Bookings are done by examination coordinators or the persons responsible for the room.
- Should students leave their seat thus freeing it for someone else, ask these students to wipe the table with the disinfectant at hand before leaving the room.

## Infection protection during exam inspection

- All participants are obliged to comply with the infection protection rules valid for Ulm University.