**MMLL Exams Plan 2022 (now updated with timetable information, see the foot of this document)**

**Overarching comments:**

No safety net will be possible this year. Cohort equity may be possible if necessary; further information regarding cohort equity may be found on the following link:

https://www.cam.ac.uk/coronavirus/students/archive/assessment-2020-21/assessment-mitigation-2020-21

All marks will be classed other than Part II orals and Part I Linguistics Tripos; indicative marks for Part II orals will be given and recorded on transcript.

The marking criteria for scheduled papers in MMLL has been revised. Details are available on the Faculty’s website:

https://www.mmll.cam.ac.uk/undergraduates/marking

**MML / HML**

**Scheduled papers in Part IA:**

Three days to complete each scheduled paper exam  
Word counts: 1,200-1,300 words per essay

**Scheduled papers in Part IB:**

Three days to complete each scheduled paper exam  
Word counts: 1,200-1,300 words per answer

Long Essay to be incentivised by awarding higher of the two marks. For Tripos 2022, only the better of the two long essays will count as your assessment for this paper, providing both essays have been submitted. If the Lent Term essay is not submitted and there are no mitigating circumstances, the average of the two marks will be used as in a normal year. In that case, the mark for the Lent Term essay will be zero.

**Scheduled papers in Part II:**

Three days to complete each scheduled paper exam

Single-answer option available in select papers (contact paper convenor if unsure)

Word counts: 1,500 per essay on three-essay exam / 4,500 for single-answer essay

**For all take-home papers in MMLL (assessments of > 24 hours):**

* Word count leeway: + / - 10%
* Word count will be required in brackets at the end of each essay.
* Examiners will stop reading at word count + 10% and mark accordingly.
* All essays will be processed via Turnitin to check for plagiarism.
* Bibliography and in-text references (in any recognised academic referencing style, used consistently throughout) will be required as part of assessment. Bibliographies, footnotes, diagrams, tables, images, and other data not included in the body of the essay will not be tallied as part of the final word count. Quotations and in-text citations included within the body of the essay will be tallied toward the final word count.

Reference to citations and bibliographies has been added to the revised marking criteria.

Students may consult the following Faculty websites for more information:

https://www.mmll.cam.ac.uk/dissertation-toolkit/referencing-works

https://www.mmll.cam.ac.uk/dissertation-toolkit/bibliography

**General papers (“Introduction to Language and Culture...”):**

SP6, PG3, GR3, GR6, SL9; SL13

Hybrid format: in-person language component and a take-home assessment for essay questions on cultural content

SP6, PG3, GR3, GR6, SL9 and SL13 all require an in-person component without access to resources to evaluate language skills. They also require completion of a take-home component—with access to resources—to assess knowledge of cultural content. Students should ensure that they complete both parts of the exam.

All of the papers listed above will have a 90-minute in-person language component except **PG3 and SP6**, which will have a two-hour in-person language component.

**Scheduled papers running in different formats:**

All assessments of 24 hours or less count as timed examinations and are run by the Registry. Simple exam-style referencing only is required for timed examinations (e.g. parenthetical author name). More elaborate referencing/bibliography is not required and will not be rewarded. Students should observe word counts (except for invigilated examinations that are normally hand-written, for which no word count will be enforced).

FR2: Structure and varieties of French will run as a five-hour exam in the take-home format with access to resources.

FR13: The French language: variation and change will run as a five-hour exam in the take-home format with access to resources.

GE7: German: a linguistic introduction features an optional in-person section (90-minute format without access to resources). The remainder of the exam will be run as a take-home assessment with access to resources.

**Basic language papers:**
A1 papers: revert to in-person, three-hour exam
B1 papers: revert to in-person, three-hour exam

A2 papers: revert to in-person, 2.5-hour exam
B2 papers: revert to in-person, 2.5-hour exam

B3 papers: revert to in-person, two-hour exam
AV papers: run as a take-home exam over two working days.

A2: in-person, no resources with one set of translator’s notes per passage. One commentary (brief explanation in complete sentences) should be included per 50 words of text. 250-word passages should require five notes; 200-word passages should require four notes; etc.

Each set of notes should be written as a list of discrete points, using a maximum of 50 words per note (250 maximum words per set of notes for a 250-word passage; 200 maximum words for a set of notes for a 200-word passage; etc.).

B2: in-person, no resources with a set of translator’s notes per passage (maximum 250 words per set of notes).

Each set of notes should be written as a list of discrete points, using a maximum of 50 words per note (250 maximum words per set of notes for a 250-word passage; 200 maximum words for a set of notes for a 200-word passage; etc.).

As A2 and B2 exams generally require students to translate two passages, we have added 30 minutes to each exam format (15 minutes per set of translator’s notes). The revised marking criteria for A2 now references these notes so that examiners may evaluate them as part of the overall assessment. B2 was amended last year to reflect the inclusion of the commentaries.

*No more than five commentaries will be required for any translation exam regardless of word count.

As was the case in Tripos 2021, notes and translations will be marked holistically, and students will not be penalised should they make the same mistake twice (in the translation and in their translator’s note).

For missing commentaries, the Faculty’s recommendation is that examiners should mark the translation as usual, but deduct 2 marks per missing commentary, up to a maximum of 10 marks. The paper should be marked as Unfinished (U). For papers where there are two passages with, say, 5 commentaries each passage, the maximum penalty would still be 10 marks (otherwise the deduction would become excessive).

B3: in-person, no resources, no translator’s note will be required.

The marking criteria for B3 papers has been amended to reflect the fact that the translator’s note is no longer required in the in-person format. Reference to the translator’s note remains in brackets, however, as it may be required should the pandemic force us back to an online format (as a safeguard against plagiarism and/or the use of translation software).

All AV papers in the Faculty will be run as an online exam in a two-working day window.
Mitigation efforts already approved by the Faculty for students in Part II:

C1 will be completed as an online assessment with access to resources.

C1 papers will follow last year’s format, asking students to generate a set of translator’s notes for each required passage, using a maximum of 60 words per note. Students will be asked to produce one commentary per 50 words included in each passage (five commentaries for a 250-word passage; four commentaries for a 200-word passage; etc.). The marking criteria for C1 was amended last year to allow examiners leeway to evaluate the translator’s notes as part of the overall assessment.

*No more than five commentaries will be required regardless of the overall word count.

For missing commentaries in C1, examiners should mark the translation as usual, but deduct 2 marks per missing commentary, up to a maximum of 10 marks. The paper should be marked as Unfinished (U). For papers where there are two passages with 5 commentaries per passage, the maximum penalty would still be 10 marks (otherwise the deduction would become excessive).

C2 will be completed as an online assessment with access to resources.

Both C1 and C2 are to be completed within the same window of two working days as take-home exams with access to resources. All C1 and C2 papers will be released at the same time and must be completed within the two working day window regardless of language combination.

The Part II Oral exams were optional this year; indicative marks will appear on transcripts.

Oral Exams in Part IA and Part IB: Details regarding the format of Oral A and B were confirmed at the beginning of Lent Term.

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**TAL**

**The take-home format** involves windows of three working days (tranches), with students completing one take-home assessment in each tranche. Students will choose which assessment to do in which tranche. See full information on this below.

**All Part I papers will be run as hybrid exams (an in-person component for data/exercise questions and a take-home component for one remaining question)**

Two hours in person for two data/exercise questions without access to resources

The **take-home format** to complete one essay question with access to resources.

**Part II scheduled papers will be run in one of the following formats:**

Li9, Li13, Li15, Li16, Li17 are **hybrid exams** and will be delivered in the following format:
90 minutes in person for one data/exercise question in person without access to resources and the take-home format to complete two questions with access to resources

Li5 will be run as a take-home exam with access to resources.

Li6 is hybrid. Students will have to complete three questions in the take-home format with access to resources and will also need to complete a set of practical exams to be organized in-house. Information regarding practical exams will be circulated in due course.

Li7, Li10, Li12, Li18* will be run as take-home exams.

*Li18 includes a practical in-person assessment conducted throughout the year.

MMLL Exams and Timetable

For ease of explanation, this e-mail will divide the exams into two types: type 1 and type 2.

Type 1 covers:
- All language examinations with the exception of AV, C1, and C2
- FR2 and FR13
- The optional in-person section of GE7
- The language components of ‘intro to’ papers (i.e. PG3, GR3, GR6, SL9, and SL13)
- The data components of Li1, 2, 3, 4, 9, 13, 15, 16, and 17.

Type 2 covers:
- Language papers AV, C1, and C2.
- All scheduled papers that were not listed under Type 1, including the culture components of the ‘intro to’ papers (i.e. PG3, SP6, GR3, GR6, SL9, and SL13), the compulsory section of GE7, and the take-home components of Li1, 2, 3, 4, 9, 13, 15, 16, and 17.

If you are borrowing a paper from another Faculty please check with them about the format of your examination, though the majority are being organised by the Registry and are thus Type 1.

Type 1 – Registry-organised Exams
Type 1 exams are being organised by the Student Registry. The timetable for Type 1 was published on the Cambridge Students Website today. Please check here: https://www.cambridgestudents.cam.ac.uk/your-course/examinations/all-students-timetable

Type 2 – MMLL-organised Exams (the Tranche System)
Type 2 exams are being held as online take-home exams and are being organised by MMLL. These are organised within the tranche system.

The basics of the tranche system are as follows:
- All examination papers are released at the same time at the beginning of this programme (i.e. 9am on the 26th May).
• Students are given a ‘tranche’ – i.e. a three working day window – to work on each exam, and a time to submit it at the end of that window. See the dates for the tranches below.
• In each tranche, you are expected to do one exam (except students taking both C1 and C2, who will do them both in one tranche).
• Students are expected to use the first tranches they can, unless they have been given prior permission to skip a tranche (see below).
• **Students taking AV or C1 and/or C2** will use the first two working days of tranche 1 to do these exams (except students with timetabled Type 1 exams in that tranche, who have received a separate message about this); students taking both C1 and C2 will be expected to use this tranche to do both papers. They will then use tranche 2 to do their first scheduled paper, tranche 3 their next, and so on.
• **Students not doing AV, C1, or C2 papers** will use tranche 1 to do their first scheduled paper, then tranche 2 to do their next, and so on.
• **All students** can select which scheduled paper they do in a given tranche. Students do not need to tell us which tranche they plan to use for which scheduled paper. Examiners will check the submissions for an exam at the end of each tranche.
• You are not expected to spend longer than you would pre-Covid, when exams were fully in person (i.e. a few hours). You are given the whole tranche in order to find this time.
• In some cases, students will be given permission to skip submitting a paper in a tranche (e.g. because of significant clashes), but they must seek permission to do so first. Please write to this e-mail address ([exams2022@mmll.cam.ac.uk](mailto:exams2022@mmll.cam.ac.uk)) and copy your DoS in. Some clashes will be inevitable and are considered acceptable, due to the window provided, but multiple and significant clashes will be addressed.
• **UPDATE, 25th April 2022:** The Linguistics Board of Exams has decreed that all Linguistics students are permitted to skip submission of a paper in one tranche of their choosing without seeking prior permission.

There will be four tranches. The dates for the tranche system are as follows:

| MML & Linguistics scheduled papers examination timetable, 2022 |
|-------------------|-------------------------------------------------------------------|
| **Tranche 1**     | All examination papers are released  
| 26th May, 9:00    | Beginning of tranche 1  
| 27th May, 16:00   | All AV, C1, and C2 due to be submitted  
| 30th May, 16:00   | All other papers taken in tranche 1 due to be submitted  
| **Tranche 2**     | Beginning of tranche 2  
| 31st May, 9:00    | All papers taken in tranche 2 due to be submitted  
| 2nd June, 16:00   |  
| **Tranche 3**     | Beginning of tranche 3  
| 3rd June, 9:00    | All papers taken in tranche 3 due to be submitted  
| 7th June, 16:00   |  
| **Tranche 4**     | Beginning of tranche 4  
| 8th June, 9:00    |  


In the original version of this document that was circulated, it said that AV would be in a five-hour window. Due to complexities of scheduling this, and the amount of overlaps involved, we have extended this so it is a multiple day window along with C1 and C2. Note that C1 and C2 originally said ‘48-hour window’ - this was intended to equate two working days, which 9am on the 26th to 4pm on the 27th still covers.

Students in AMES-MML with their AMES oral and listening exams on the 26th and 27th can submit their AV exam on 30th May at 16:00, and still use tranches 2-4 for scheduled papers.

Students not taking AV, C1, and C2, but who are taking papers in other Faculties (i.e. AMES, History, Classics) and have significant clashes can omit submitting in a tranche where those significant clashes lie.

If you have multiple Type 1 exams scheduled within a tranche, you are liable to seek permission to skip submitting one of your Type 2 papers in that tranche. Please write to exams2022@mmll.cam.ac.uk with full information on which tranche you wish to skip and which papers are clashing, and copy in your DoS.

UPDATE, 25th April 2022: The Linguistics Board of Exams has decreed that all Linguistics students are permitted to skip submission of a paper in one tranche of their choosing without seeking prior permission.

Format of the Exams
Students are asked to refamiliarize themselves with the information in the first pages of this document. Please note in particular the guidance regarding word counts and what is in-/excluded.

Submitting exams
Type 1 exams will be organised by the Registry. Some will be in-person. Others will be done as five-hour online assessments, and information from the Registry on how to submit these will come in due course.

For type 2 exams, the system for submitting exams will be identical to the previous two years. This means that you will receive a link to a Sharepoint site where the exam papers are held, and then you will also receive a link to a Moodle site where you can submit your exam papers. They must be uploaded via the relevant turnitin link by the end of the relevant tranche. The Moodle site and Sharepoint site will be sent to you via e-mail in due course.

Questions
In previous years we published FAQs from students on the following web page:
https://www.mmll.cam.ac.uk/your-questions-answered

We have updated this page so that the information is correct for Tripos 2022. However, if you have a question which is not answered by the information here or the information on that webpage, please direct it to exams2022@mmll.cam.ac.uk. We will add other useful questions received, and their answers, to the webpage, so please check back regularly.