

EXAMINATION RESULTS – HDR STUDENT QUICK REFERENCE GUIDE

OVERVIEW

This guide explains how a HDR student under examination can monitor their examination progress, view results and complete thesis amendments via Inspire.

APPLIES TO

- HDR Students under examination

EXAMINATION RESULTS AND AMENDMENTS FUNCTION

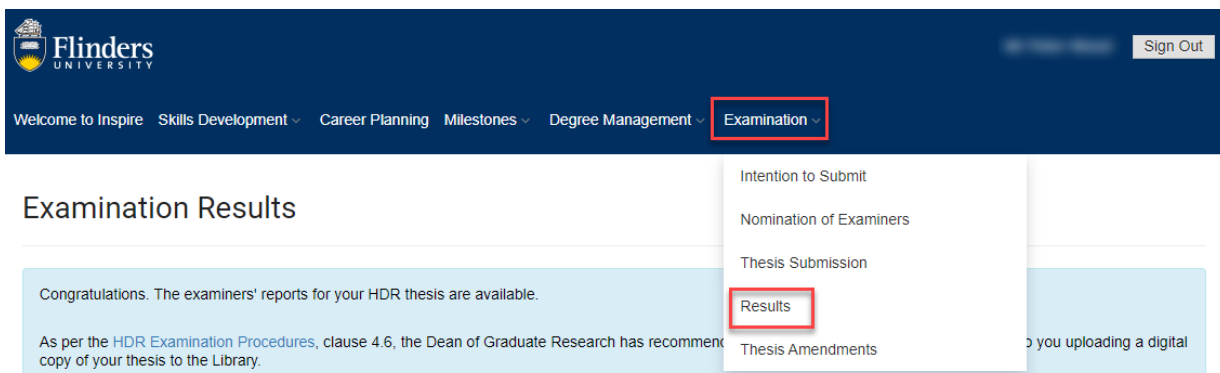
The Examination results and amendments function in Inspire allows HDR Students to:

- Track progress of their examination
- Access their examination results
- Submit thesis amendments and apply for thesis amendments extension, if required.

COMMON QUESTIONS

1. How can I track the progress of my examination?

Log on to [Inspire](#) and choose the [Results](#) option from the [Examination](#) drop down menu.



The screenshot shows the Inspire website interface. At the top left is the Flinders University logo. The navigation bar includes links for 'Welcome to Inspire', 'Skills Development', 'Career Planning', 'Milestones', 'Degree Management', and 'Examination'. The 'Examination' link is highlighted with a red box. A dropdown menu is open, showing options: 'Intention to Submit', 'Nomination of Examiners', 'Thesis Submission', 'Results' (highlighted with a red box), and 'Thesis Amendments'. Below the navigation bar, the page title is 'Examination Results'. A blue box contains the message: 'Congratulations. The examiners' reports for your HDR thesis are available. As per the HDR Examination Procedures, clause 4.6, the Dean of Graduate Research has recommended you uploading a digital copy of your thesis to the Library.'

You will be presented with the [Results](#) page. The message in the blue box will change depending on the progress of your examination, as per the below:

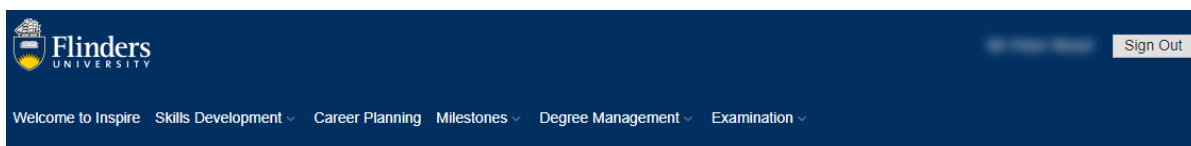
- [Examination not started](#) status - Your examination process has not yet commenced. This will occur once your thesis submission and all external examiner nominations have been approved.
- [Examination in progress](#) status – Your thesis is currently being assessed by the nominated examiners. Examination reports are expected before [the date the

examiners are required to return their reports by]. If you have any questions the HDR Exams Team is here for you. Contact us directly at hdr.exams@flinders.edu.au or phone 8201 3854.

- **Results** status – This message will vary depending on your examination outcome. It will provide you with instructions relevant to your examination result.

2. How can I access my examination results?

Once your results are ready, you will receive an email into your Flinders email account from Inspire advising that you will be able to access your examination result from the **Results** page in Inspire.



Examination Results

Congratulations. The examiners' reports for your HDR thesis are available.

As per the [HDR Examination Procedures](#), clause 4.6, the Dean of Graduate Research has recommended that you be awarded the degree subject to you uploading a digital copy of your thesis to the Library.

Viewing and Saving your examination reports

- Click on the Student Results form below. From here you can view your examiners grade and evaluation.
- To view/save your examiners written feedback open the embedded examiners reports within the same form.
- Close the results form and select the print icon to download/save your official examiners grades and evaluations as a pdf for your own records.

To finalise your higher degree by research you'll need to complete the following:


NEXT STEPS:

- Use the Thesis Title Page template for your thesis that is available on the [Examination forms](#) page. Please note that the date on the title page should be the date that your award was completed, not the date it was submitted for examination.
- Upload a copy of your thesis to the Library's digital repository in accordance with the information [here](#), as per clause 5.2.ii. This digital copy will be the authoritative copy of the thesis and will be available on open access, as per clause 5.3, unless an embargo is sought.
- Wait for the approval of your uploaded thesis, you will be emailed a confirmation that your degree has been completed.
- You may be eligible to claim expenses related to the editing and production of your thesis, please refer to the HDR Allowance form, available via the Inspire Degree Management menu.
- Find out the date of the final conferral of your degree and the graduation celebration details [here](#).

Well done on your achievements.

If you have any questions the HDR Exams Team is here for you. Contact us directly at hdr.exams@flinders.edu.au or phone 8201 3854.

See the processes related to the release of results

Form Title	Exam Number	Result	
Student Results	1	A / A	

The message in the blue box will be specific to your examination result. It will provide you with the next steps to finalise your degree.

Your result will be displayed in the table below the blue box. To view your **Examination reports**, click on the **Student Results** link.

You can print or save (as pdf) your Examination results by clicking on the print icon next to your examination result.

To view the **detailed Examiners' Reports**, click on the **Student Results** link to open the form. Go down to the Examiner #1 section and click on the document link next to the **Examiner's Report** to download the report from Examiner 1. Then move down to the Examiner #2 section to access the report from Examiner 2.

Student Results (EXAM-RSLT-VIEW)

Close

History: Latest

Examination Details

Examination Number: 1

Approval Date: 2 Jul 2021

Examination Result: A / A

Examination Reports

Examiner #1

Examiner Name: [Redacted]

Report Status: Report Approved This field is read only

Examiners Report: Quota used: 0.05MB out of 1000.00MB
[Test Document.docx](#)
Choose a file to upload...

Examiners Evaluation

Evidence of an original investigation or testing of ideas Yes Marginal No

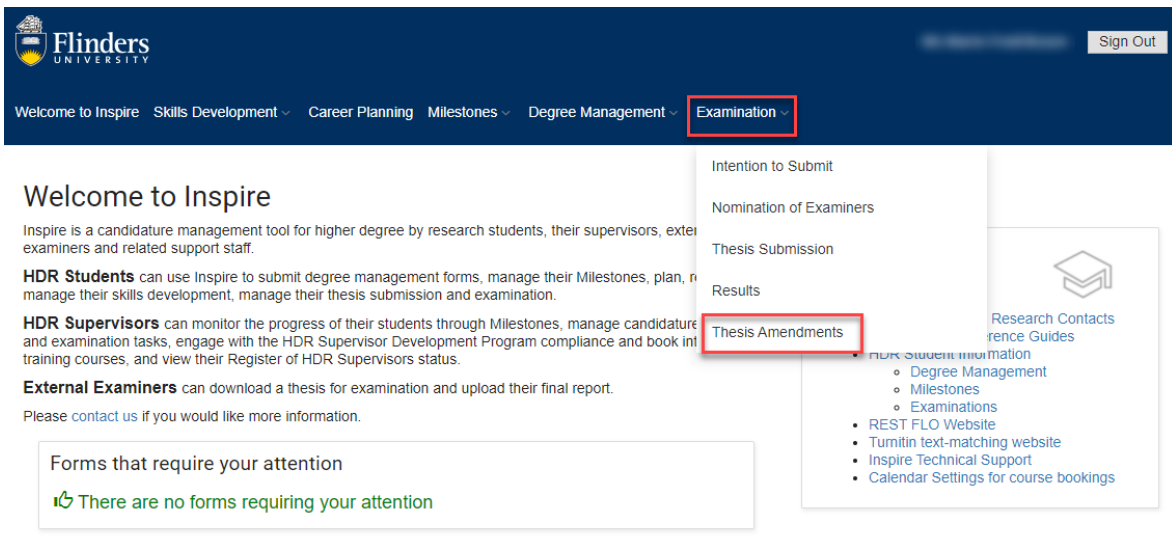
Competence in independent research or experimentation Yes Marginal No

Thorough understanding of the appropriate techniques in the

3. How can I submit my thesis amendments?

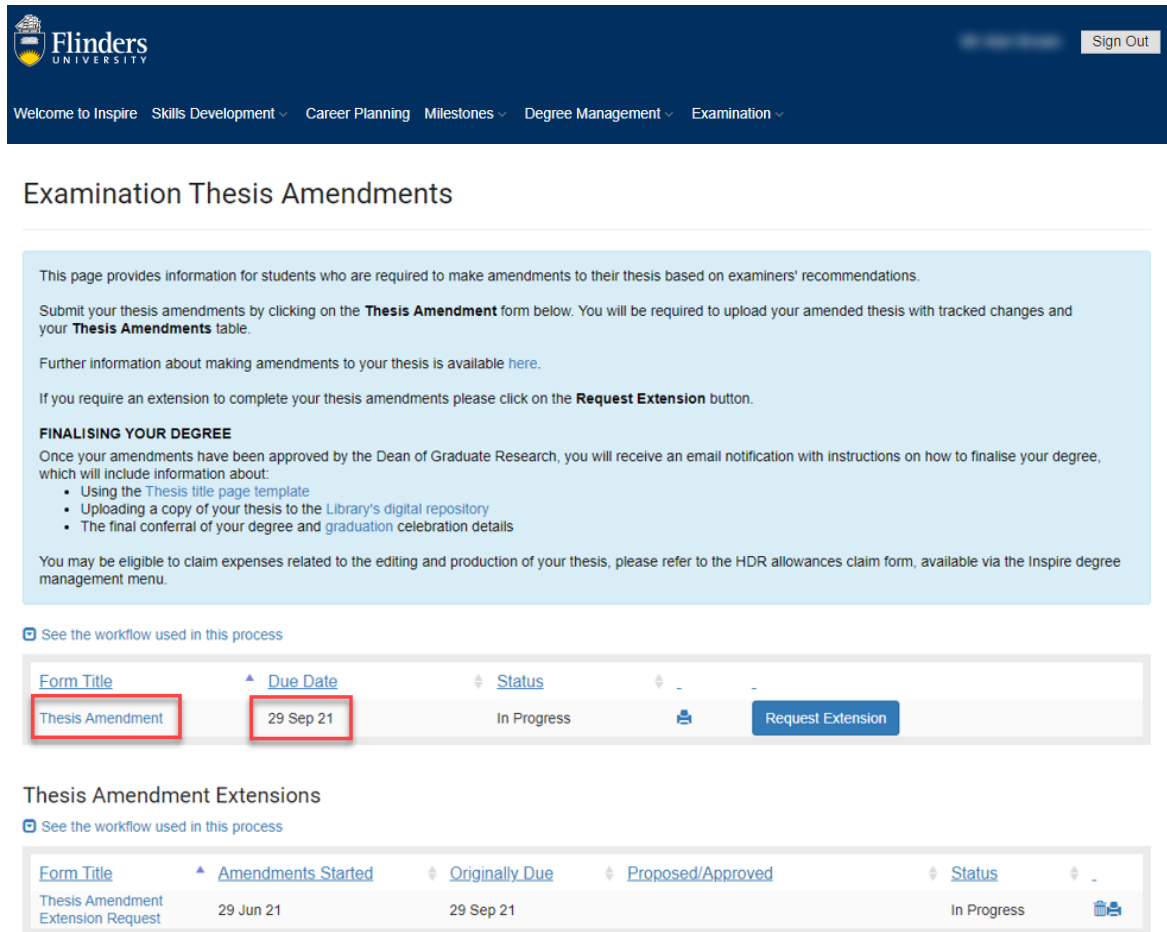
If you are required to make thesis amendments, you will be notified about this as part of the release of your examination results.

A [Thesis Amendment](#) form will be automatically created for you in Inspire and available for you to access on the [Thesis Amendments](#) page which you can select from the Examination drop down menu.



The screenshot shows the Inspire website interface. At the top left is the Flinders University logo. Below it is a navigation bar with the following items: Welcome to Inspire, Skills Development, Career Planning, Milestones, Degree Management, and Examination. The 'Examination' item is highlighted with a red box. A dropdown menu is open from 'Examination', showing the following options: Intention to Submit, Nomination of Examiners, Thesis Submission, Results, and Thesis Amendments. The 'Thesis Amendments' option is also highlighted with a red box. Below the navigation bar, the main content area displays 'Welcome to Inspire' and a message: 'Forms that require your attention' with a green checkmark and the text 'There are no forms requiring your attention'. On the right side of the dropdown menu, there is a 'Research Contacts Reference Guides' section with a graduation cap icon and a list of links: HDR Student Information, Degree Management, Milestones, Examinations, REST FLO Website, Turnitin text-matching website, Inspire Technical Support, and Calendar Settings for course bookings.

Once the [Thesis Amendments](#) page has been selected, you will be presented with the following view.



Welcome to Inspire Skills Development Career Planning Milestones Degree Management Examination

Examination Thesis Amendments

This page provides information for students who are required to make amendments to their thesis based on examiners' recommendations.

Submit your thesis amendments by clicking on the **Thesis Amendment** form below. You will be required to upload your amended thesis with tracked changes and your **Thesis Amendments** table.

Further information about making amendments to your thesis is available [here](#).

If you require an extension to complete your thesis amendments please click on the **Request Extension** button.

FINALISING YOUR DEGREE

Once your amendments have been approved by the Dean of Graduate Research, you will receive an email notification with instructions on how to finalise your degree, which will include information about:

- Using the [Thesis title page template](#)
- Uploading a copy of your thesis to the [Library's digital repository](#)
- The final conferral of your degree and [graduation celebration details](#)

You may be eligible to claim expenses related to the editing and production of your thesis, please refer to the HDR allowances claim form, available via the Inspire degree management menu.

See the workflow used in this process

Form Title	Due Date	Status		
Thesis Amendment	29 Sep 21	In Progress		Request Extension

Thesis Amendment Extensions

See the workflow used in this process

Form Title	Amendments Started	Originally Due	Proposed/Approved	Status	
Thesis Amendment Extension Request	29 Jun 21	29 Sep 21		In Progress	

The instructions related to the thesis amendments process will appear in the blue box.

Click on the [Thesis Amendment](#) link to access the form. Once you are ready to submit your thesis amendments, you will be required to upload the [Thesis Amendments Table](#) and your thesis with tracked changes into the form, then sign it and submit it.

A standard [Due Date](#) of three months from the date of the release of your results will be applied automatically and you will see this date in the table next to the [Thesis Amendment](#) link.

You will receive email reminders about the due date for thesis amendments approaching and when your thesis amendments are overdue into your Flinders email account.

You will be notified about the outcome of your thesis amendments via an email sent to your Flinders email account.

4. How can I apply for thesis amendments extension?

If you require an extension to complete your thesis amendments, you can request it via the [Request Extension](#) button available on the [Thesis Amendments](#) page.



Sign Out

Welcome to Inspire Skills Development Career Planning Milestones Degree Management Examination

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Thesis Amendment Extensions

See the workflow used in this process

Form Title	Amendments Started	Originally Due	Proposed/Approved	Status	
Thesis Amendment Extension Request	29 Jun 21	29 Sep 21		In Progress	

Click on the [Request Extension](#) button to create a request. Enter a new proposed thesis amendments due date, the reason for the extension, then sign and submit the form.

You will be notified about the outcome of your request via an email sent to your Flinders email account.

5. Who can I contact if I have any questions?

If you have any questions or require assistance, please contact our HDR Exams Team via hdr.exams@flinders.edu.au.