

Hand-in – free groups

Please note – you will have to create your group before you can submit your hand-in. All group members need to log-in to Digital Exam and accept the group invitation to become part of the group. Only one member of a group should submit the hand-in, but all group members will have access to it.

You can see the submission conditions in "Exam information", under "Exam submission". This can either be individual or free group.

To create your group and submit your hand-in, please click "Next".





If you are not part of a group, please select "I hereby confirm that I have completed the exam by myself, and that I have not received unauthorized help in doing so" and click "Next" to submit your hand-in.

To create a group, please select "I am part of a group (the hand-in was completed jointly with other students" and click "Add member" to invite group members to join the group.





To find your group members, please type in the name of the group member and click "Search".

Invite student	×			
Click on a student to invite him or her to the group.				
Name of student 1				
Name of student 2				
Name of student 3				
Name of student 4				
Name of student 5				
Name of student 6				
Name of student 7				
Name of student 8				
Name of student 9				
Name of student 10				
Name of student 11				
Name of student 12				

The invited group members will receive an e-mail notification and they will see a group invitation when they log in to Digital Exam. To join the group, they need to accept the invitation. The invited fellow students can't see the group hand-in and will not be stated as part of the group until they have accepted the invitation. This is done by logging into Digital Exam with their own username and password and then access the relevant exam, where a group invitation is awaiting.

If they deny the invitation, they will disappear from the group.



When you have added group members, please click "Next", to upload and submit your group hand-in.

Exam information	Exam submission conditions Jupload	I hand-in Confirm			
Conditions for submissi If you are part of a group, members are authorised t	ion: Indicate group affiliations if any you can invite members to join the group here. Mem to submit the hand-in and associated material on beh	bers must confirm group affiliational for the group.	on and provide information a	about the hand-in. All	
Group status	 I hereby confirm that I have completed the exa I am part of a group (the hand-in was completed) 	m by myself, and that I have not ed jointly with other students)	received unauthorised help) in doing so.	
Group members	Member Name of student 1 Name of student 2	Status Member Invited	×		
	Name of student 3				Click here to upload and submit your hand-in
				Previous	Next



In "Upload hand-in" you must upload your hand-in and optional attachments. Normally, the main document must be handed-in as a pdf-file. If other formats are allowed, this will be noted in the exam information. Attachments are allowed in any format and amount. When your exam hand-in and optional attachments are uploaded, please click "Next".





In "Confirm" you can verify that you have uploaded the correct file. To finish your submission, please click "Submit". You are allowed to edit your hand-in or any attachments up until the hand-in deadline. If you decide to edit, you must remember to click "Submit" again.





After clicking "submit", you will access your receipt and be able to see the registration of your hand-in. The receipt will automatically be sent to all group members' CBS e-mail addresses, so printing the receipt is optional.

CBS COPENHAGE	N CHOOL N	digital exam		
My exams / Information sy	stems for information management			
Confirmation of e	exam submission			
Receipt: Your hand-in has been received				
Your hand-in has been received, and all mandatory information has been filled out. Below is your receipt for your exam hand-in, which also will also be sent to your email exam hand-in and resubmit a new hand-in. Only the last hand-in submitted within the deadline will count.				
Exam information Name: Assessment Form of co-examination Exam form Exam submission conditions Exam language ECTS	Information systems for information management 7-trinsskala intern censur Mundtlig m. skr. forlæg Free groups allowed English 7,50			
Your hand-in CBS_exam_hand_in.pdf Attachments Attachments.docx	4 pages)	Group members Name of student 1 Name of student 2 Name of student 3		

Delete hand-in

Edit hand-in