

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 top navigation bar of the Inspire website. The 'Examination' dropdown menu is open, and the 'Results' option is highlighted with a red box. The 'Sign Out' button is located in the top right corner. The main content area below the navigation bar contains the 'Welcome to INSPIRE' section, which includes a description of the tool and instructions for HDR Students, HDR Supervisors, and External Examiners.

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

Examination Results – HDR Student Quick Reference Guide



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 the completion of amendments specified in the examiners' reports* and to the satisfaction of your Supervisor, the College HDR Coordinator, the Dean of Graduate Research and subject to satisfying any coursework requirements (if applicable).

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.

We recommend that you discuss the examiners' reports with your supervisor(s) as soon as possible. You are required to address all examiners comments.

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

NEXT STEPS:

- You have three months to complete and submit these amendments. Your due date for amendments can be accessed via the [Thesis Amendments page](#).
- Please use 'track changes' in your thesis to show the changes you have made in response to all the examiners' comments. You must also respond to all the examiners comments in the [Thesis Amendments Table](#).
- When complete, you need to upload your thesis and the form to the [Thesis Amendment page](#) in Inspire to progress through the approval process for your Supervisor, the College HDR Coordinator and the Dean of Graduate Research. You will be able to track the progress of these approvals in Inspire and will be notified by email once the process is finalised.
- We encourage you to view the [Thesis amendments after your examination webpage](#) and [How to make the corrections examiners ask of you and your thesis vlog](#), to help you prepare to address the examiners' comments.

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 workflow used in this process](#)

Search:	Form	Exam Number	Result	
	Student Results	1	C / B	

Showing 1 to 1 of 1 entries

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](#),

Examination Results – HDR Student Quick Reference Guide



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)

History:

Examination Details

Examination Number

1

Approval Date

23 Jun 2023

Examination Result

C / B

Examination Reports

Examiner #1

Examiner Name

Report Status

Report Approved

Examiners Report

Quota used: 0.00MB out of 1000.00MB

[test.docx](#)

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.

Examination Results – HDR Student Quick Reference Guide



Sign Out

Welcome to Inspire

Skills Development ▾

Milestones ▾

Degree Management ▾

Examination ▾

Intention to Submit

Nomination of Examiners

Thesis Submission

Results

Thesis Amendments

Welcome to INSPIRE

Inspire is a candidature management tool for higher degree by research students, their supervisors, external examiners and related support staff.

HDR Students can use Inspire to submit degree management forms, manage their Milestones, plan, record and manage their skills development, manage their thesis submission and examination.

HDR Supervisors can monitor the progress of their students through Milestones, manage candidature variations and examination tasks, engage with the HDR Supervisor Development Program compliance and book into available training courses, and view their Register of HDR Supervisors status.

External Examiners can download a thesis for examination and upload their final report.

Please [contact us](#) if you would like more information.

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

Examination Results – HDR Student Quick Reference Guide



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](#)

Please note: When uploading the final version of your thesis to the Flinders library we recommend that you remove your signature.

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	Due Date	Status	
Thesis Amendment	23 Sep 2023 at 00:00	In Progress	Request Extension

Showing 1 to 1 of 1 entries

Thesis Amendment Extensions

▶ [See the workflow used in this process](#)

Form	Amendments Started	Originally Due	Proposed/Approved	Status
There are currently no forms				

Showing 0 to 0 of 0 entries

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**.

Examination Results – HDR Student Quick Reference Guide



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.

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Showing 1 to 1 of 1 entries

Thesis Amendment Extensions

[▶ See the workflow used in this process](#)

Form	Amendments Started	Originally Due	Proposed/Approved	Status	
Thesis Amendment Extension Request	23 Jun 2023	23 Sep 2023		In Progress	

Showing 1 to 1 of 1 entries

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.

Need more help?

For more information about the examination processes refer to the [Examination and Completion](#) website and Team: hdr.exams@flinders.edu.au.