

Specialist Furniture and Other Equipment

- You will be provided with specialist furniture or other equipment.
- The purpose of this furniture and equipment is to ensure that you are as comfortable as possible during your exam so that you can focus on the exam itself.
- The following equipment has been provided by LSE in the past:
 - Height adjustable desk – to allow you to write standing up or sitting down as you choose during the exam
 - Larger desk – to accommodate enlarged question papers and answer booklets
 - Ergonomic chair – to allow you to set the height of the chair and also ensure your body is properly supported
 - Writing slope – to allow you to write on a slope rather than a flat desk
 - Heaters – to keep the room warm
 - Fan – to keep the room cool
 - Task light – to provide directed additional light
 - Foot rests – to ensure you maintain a good posture
- In some cases students are also allowed to bring their own special equipment into the exam room, in the past this has included:
 - Coloured overlays
 - Magnifiers
 - Cushions
 - Own chair
 - Wrist rest
- On ISSAs and in the IEA outcome email the equipment will be specifically listed, so it will for example say 'Height Adjustable Desk' and 'Ergonomic Chair'.
- Markers are not made aware of any furniture or specialist equipment made available to students but it is kept on record (as part of the invigilator reports) by the exams office who can make this information available to sub-boards on request.

Room Allocation

- You will be allocated to a different room to the main exam. This room will be staffed by specialist invigilators.
- In some cases we choose to allocate you to an individual room so that your use of the specialist equipment does not disturb other candidates.
- Your exam room may have a number of other students in it, all with different finish times. As such you are expected to leave the room quietly and quickly at the end of your exam so as to minimise the disturbance to other candidates.

In the exam room

- When you arrive at the exam room all of the specialist equipment that is due to be provided by us will be ready at your desk.
- If you are providing your own equipment the invigilator may ask to see it before the exam starts.
- If you have been granted the use of a height adjustable desk you should ask the invigilator to adjust the height for you before your exam starts. If you need to adjust the height during the exam you should ask the invigilator – do not attempt to adjust the height yourself.

- We recommend that you spend some time adjusting any other equipment (such as chairs) before the exam starts. Unless you have had rest breaks agreed we cannot stop the clock for adjustments to be made.