



**DanishShipping**  
Academy

# Full Exam Guide 2025



DanishShipping

# Table of Contents

<b>Introduction to Exams on Danish Shipping Education .....</b>	<b>6</b>
Introduction .....	6
Courses at Danish Shipping Education .....	7
Overview of Exam Forms.....	7
The Danish 7-Point Scale .....	7
<b>Rules in Force.....</b>	<b>8</b>
General Data Protection Regulation (GDPR) .....	8
Credits Transferred .....	9
Disease or Other Special Circumstances .....	10
Re-Exams .....	11
Consequences of Cheating.....	11
Examples of Cheating .....	12
Plagiarism .....	13
Technical Issues.....	13
Complaint Guide .....	14
<b>Appendix 1 – Exam Description</b>	
<b>Maritime Law: Legal Aspects of Shipping .....</b>	<b>16</b>
Examination and Assessment.....	16
ECTS Points .....	16
Exam Language.....	16
Exam Form .....	16
Exam Process.....	17
Foundation for the Exam .....	17
Learning Objectives for the Exam.....	17
Guidelines for Answering the Test.....	18
Assessment Foundation for the Exam.....	19
Re-Exam .....	19
<b>Appendix 2 – Exam Description</b>	
<b>Maritime Economics: The Global Impact on Maritime and Business Economics .....</b>	<b>20</b>
Examination and Assessment.....	20
ECTS Points .....	20
Exam Language.....	20
Exam Form .....	20
Exam Process.....	21
Foundation for the Exam .....	21
Learning Objectives for the Exam.....	21
Elaboration of the Exam Form .....	22
Guidelines for the Synopsis.....	22
Synopsis .....	23
Guidelines for Writing a Synopsis .....	23
Content in the Synopsis .....	23
Length of the Synopsis.....	23
Front Page of Synopsis.....	24

Mandatory Information for Pages in Synopsis.....	24
Headlines .....	24
Font.....	25
Illustrations .....	25
Illustrations Must Have .....	25
Referencing .....	25
Submission.....	26
Guidelines for the Oral Examination .....	26
Oral Examination.....	26
Purpose of the Oral Examination .....	26
Preparation for the Oral Examination.....	26
Length of Oral Examination.....	26
Assessment Foundation for the Exam.....	27
Re-Exam .....	27

### Appendix 3 – Exam Description

<b>Ship Design: Constructions, Operations and Future Vessels.....</b>	<b>28</b>
Examination and Assessment .....	28
ECTS Points .....	28
Exam Language .....	28
Exam Form .....	28
Exam Process.....	28
Foundation for the Exam .....	29
Learning Objectives for the Exam .....	29
Guidelines for Answering the Test.....	30
Assessment Foundation for the Exam.....	30
Re-Exam .....	30

### Appendix 4 – Exam Description

#### Energy & Green Transition:

<b>Adapting Shipping to Climate- and Environmental Changes.....</b>	<b>32</b>
Examination and Assessment .....	32
ECTS Points .....	32
Exam Language .....	32
Exam Form .....	32
Exam Process.....	32
Foundation for the Exam .....	33
Learning Objectives for the Exam .....	33
Guidelines for Answering the Test.....	34
Assessment Foundation for the Exam.....	34
Re-Exam .....	34

### Appendix 5 – Exam Description

#### Geopolitics & Maritime Transport:

<b>Grasping Geopolitical Influences and Changes.....</b>	<b>36</b>
Examination and Assessment .....	36
ECTS Points .....	36
Exam Language .....	36

Exam Form .....	36
Exam Process.....	36
Foundation for the Exam .....	37
Learning Objectives for the Exam.....	37
Elaboration of the Exam Form .....	38
Guidelines for the Case and Assignment.....	38
Self-written Case.....	38
Assignment .....	38
Content in the Assignment .....	39
Length of Case.....	39
Length of Assignment.....	39
Front Page for the Assignment .....	40
Mandatory Information for Pages in Case and Assignment.....	40
Headlines .....	40
Fonts .....	41
Illustrations .....	41
Illustrations Must Have .....	41
Referencing .....	41
Author of Each Section in the Assignment .....	42
Submission.....	42
Assessment Foundation for the Exam.....	42
Re-Exam .....	42

## Appendix 6 – Exam Description

### Connecting Shipping Relations:

<b>Navigating in Multi-Cultural Shipping Settings.....</b>	<b>44</b>
Examination and Assessment.....	44
ECTS Points .....	44
Exam Language .....	44
Exam Form .....	44
Exam Process.....	45
Foundation for the Exam .....	45
Learning Objectives for the Exam.....	45
Elaboration of the Exam Form .....	46
Guidelines for the Case and Essay .....	46
Self-written Case.....	46
Essay .....	46
Content in the Essay .....	47
Length of Case.....	47
Length of Essay.....	47
Front Page for the Essay .....	48
Mandatory Information for Pages in Case and Essay .....	48
Headlines .....	48
Fonts .....	48
Illustrations .....	49
Illustrations Must Have .....	49
Referencing .....	49

Submission.....	49
Guidance.....	50
Assessment Foundation for the Exam.....	50
Re-Exam.....	50

## Appendix 7 – Exam Description

<b>Final Interdisciplinary Exam (FIE-exam) .....</b>	<b>51</b>
Examination and Assessment.....	51
Exam Language.....	51
Exam Form .....	51
Exam Process.....	52
Foundation for the Exam .....	52
Danish Shipping Academy’s Goals for Learning Objectives .....	52
Guidance in the Exam Process.....	54
Elaboration of the Exam Form.....	55
Guidelines for the Assignment and Oral Examination .....	55
Assignment .....	55
Content in the Assignment .....	55
Empirical Data.....	56
Length of Assignment.....	56
Front Page for the Assignment .....	56
Mandatory Information for Pages in the Assignment.....	57
Headlines .....	57
Fonts.....	57
Illustrations .....	57
Illustrations Must Have .....	58
Referencing .....	58
Author of Each Section in the Assignment .....	59
Submission.....	59
Oral Examination.....	59
Purpose of the Oral Examination .....	59
Length of Oral Examination.....	59
Preparation for the Oral Examination.....	60
Assessment Foundation for the Exam.....	61
Re-Exam .....	61

# Introduction to Exams on Danish Shipping Education

## Introduction

All courses at Danish Shipping Education are completed with an exam. Each course has an exam with an assessment of whether the trainee has achieved and can illustrate the learning objectives of each course. In addition to exams for each course, the Danish Shipping Education finishes with a Final Interdisciplinary Exam (FIE). Final Interdisciplinary Exam (FIE) is an exam with assessment of whether the trainee has achieved and can illustrate the overall learning objectives for Danish Shipping Education, also mentioned Danish Shipping Academy's goals for Learning Objectives for Danish Shipping Education.

## Courses at Danish Shipping Education

**The educational workload is divided between scheduled classes at Danish Shipping Academy with 31 ECTS Points and practical learning in traineeship at the shipping companies with 89 ECTS Points.**

Danish Shipping Education consists of the following 6 courses:

### **Maritime Law: Legal Aspects of Shipping**

Maritime Law equals a total of 30 ECTS Points, of which scheduled teaching sessions equal 8 ECTS Points and practical learning in traineeship equals 22 ECTS Points. The course includes classroom teaching sessions and potential excursions with Danish Shipping Education, as well as related practical learning as traineeship in the companies.

### **Maritime Economics: The Global Impact on Maritime and Business Economics**

Maritime Economics equals a total of 30 ECTS Points, of which scheduled teaching sessions equal 7 ECTS Points and practical learning in traineeship equals 23 ECTS Points. The course includes classroom teaching sessions and potential excursions with Danish Shipping Education, as well as related practical learning as traineeship in the companies.

### **Ship Design: Constructions, Operations and Future Vessels**

Ship Design equals a total of 25 ECTS Points, of which scheduled teaching sessions equal 8 ECTS Points and practical learning in traineeship equals 17 ECTS Points. The course includes classroom teaching sessions and potential excursions with Danish Shipping Education, as well as related practical learning as traineeship in the companies.

### **Energy & Green Transition: Adapting Shipping to Climate- and Environmental Changes**

Energy & Green Transition equals a total of 10 ECTS Points, of which scheduled teaching sessions equal 2 ECTS Points and practical learning in traineeship equals 8 ECTS Points. The course includes classroom teaching sessions and potential excursions with Danish Shipping Education, as well as related practical learning as traineeship in the companies.

## Geopolitics & Maritime Transport: Grasping Geopolitical Influences and Changes

Geopolitics & Maritime Transport equals a total of 10 ECTS Points, of which scheduled teaching sessions equal 2 ECTS Points and practical learning in traineeship equals 8 ECTS Points. The course includes classroom teaching sessions and potential excursions with Danish Shipping Education, as well as related practical learning as traineeship in the companies.

## Connecting Shipping Relations: Navigating in Multi-Cultural Shipping Settings

Connecting Shipping Relations equals a total of 15 ECTS Points, of which scheduled classes equal 4 ECTS Points and practical learning in traineeship equals 11 ECTS Points. The course includes classroom teaching sessions and potential excursions with Danish Shipping Education, as well as related practical learning as traineeship in the companies.

## Overview of Exam Forms

An overview of dates for exams is released by Danish Shipping Academy.

Exam related to	Type of exam	Exam form	Assesment	Censorship
Maritime Law	Multiple-choice + casebased test	Individual	Grading	Internal
Maritime Economics	Case + synopsis	Individual	Grading	Internal
Ship Design	Multiple-choice test	Individual	Passed/not passed	Internal
Energy & Green Transition	Multiple-choice test	Individual	Passed/not passed	Internal
Geopolitics & Maritime Transport	Self-written case + assignment	In groups	Passed/not passed	Internal
Connecting Shipping Relations	Self-written case + essay	Individual	Grading	Internal
Final Interdisciplinary Exam (FIE)	Assignment + oral examination	In groups	Grading	External

## The Danish 7-Point Scale

All exams have internal censorship except for Final Interdisciplinary Exam (FIE) which is with external censorship. Some exams are assessed are passed/not passed and other exams are assessed with a grade according to the Danish 7-point scale. The grading system in Denmark applies to all educational institutions. The 7-point scale allows the trainee to convert Danish grades to ECTS credits according to the EU's European Credit Transfer and Accumulation System.

Danish Grade	Equivalent ECTS	Explanation of the grade	Description
12	A	For an excellent performance	For an excellent performance displaying a high level of command of all aspects of the relevant material, with no or only a few minor weaknesses
10	B	For a very good performance	For a very good performance displaying a high level of command of most aspects of the relevant material, with only minor weaknesses
7	C	For a good performance	For a good performance displaying good command of the relevant material but also some weaknesses
4	D	For a fair performance	For a fair performance displaying some command of the relevant material but also some major weaknesses
02	E	For an adequate performance	For a performance meeting only the minimum requirements for acceptance
00	Fx	For an inadequate performance	For a performance which does not meet the minimum requirements for acceptance
-3	F	For an unacceptable performance	For a performance which is unacceptable in all respects

## Rules in Force

It is the trainee's responsibility to be aligned with rules in force regarding all exams at Danish Shipping Education. Danish Shipping Academy will in collaboration with each teacher team inform trainees prior to each exam. However, it is important for each trainee and Danish Shipping Education-participating companies to read "The Full Exam Guide 2025" and "Education Description 2025" thoroughly to be aligned with the overall rules for all exams and potential re-exams and the learning objectives for each of the courses and the goals for learning objectives for Danish Shipping Education especially for the Final Interdisciplinary Exam (FIE).

## General Data Protection Regulation (GDPR)

The administration and planning of Danish Shipping Education, the teacher teams and censors have access to the trainee's exam data. The data is solely collected with the purpose of assessing the trainee's exam submission. When enrolled into Danish Shipping Education, each trainee is asked to sign a document called 'Declaration of Consent for Processing of Personal Data'. By signing, the trainee consents to Danish Shipping Academy sharing their exam results with the trainee's employer (the shipping related company also mentioned as a Danish Shipping Education-participating company), for example in cases where a re-examination must be arranged, and the associated re-exam fee is covered by the employer. If a trainee has not failed an exam, Danish Shipping Academy will not share grades with the trainee's employer.



For documentation reasons Danish Shipping Academy is obligated to store exam assignments in any format submitted for 2 years from submission date. Exam assignments will be handled in accordance with the current General Data Protection Regulation (GDPR). Exam assignments will be available for teachers, supervisors, censors and Danish Shipping Academy to evaluate and assess the exams and in cases of re-exams and complaints.

A trainee has the right to access information about themselves, to have incorrect information about them corrected, and to have their data deleted: In special cases, the trainee can have personal information deleted before the time of our ordinary general deletion occurs. e.g., if a trainee quits Danish Shipping Education.

If a trainee has any questions to GDPR or consent given, please contact us at: [gdpr@danishshipping.dk](mailto:gdpr@danishshipping.dk).

For more insight into the document 'Declaration of Consent for Processing of Personal Data', please contact Danish Shipping Academy's educational advisors.

## Credits Transferred

A trainee may apply for having credits transferred from other former courses at same or higher educational level within the exact same topics and learning objectives as a course at Danish Shipping Education. Be aware that approval of credit transfer will only exempt the trainee from the exam in the course as all other educational activities are mandatory to attend. The former course shall have the exact same amount of ECTS Points, and if the course is completed in another non-European country (which is not a part of the European Higher Education Area, EHEA), the trainee must document a translation of the total amount of working hours corresponding to the European ECTS Points scale.

If a trainee wishes to apply for credit transfer, the trainee must:

- Direct and document a former course with official documentation to Danish Shipping Academy within the 1st month of the 1st year of Danish Shipping Education, meaning before the end of September of the 1st year at Danish Shipping Education.
- Document a thorough curriculum of the former course including a complete syllabus of the read literature.

An official documentation is understood as a document stated by a professional with authorization to state the given documentation. The documentation must include signature, date and year and information on where the professional is connected to, e.g. name of university etc. This is important for Danish Shipping Academy to handle the request for having credits transferred.

Danish Shipping Academy will in collaboration with the teachers from the given course at Danish Shipping Education decide whether the number of working hours corresponding to ECTS Points, content, curriculum and syllabus of the former course are sufficient for the trainee to have credits transferred.

## Disease or Other Special Circumstances

If a trainee falls sick or suffers from sudden health related issues before any kind of exam, the trainee must:

- Immediately inform Danish Shipping Academy, the relevant teacher team from the course related to the exam and the trainee's company about the situation in written form (text messages are not valid as written form).
- With the information the trainee documents the sickness with official documentation for Danish Shipping Academy to take the proper precautions.

An official documentation is understood as a document stated by a professional with authorization to state the given documentation. The documentation must include signature, date and year and information on where the professional is connected to, i.e. name of clinic etc. This is important for Danish Shipping Academy to accommodate the necessary reservations for the trainee.

Once an exam period has started, a trainee cannot ask for extension of an exam due to sickness or other health related questions that could have been informed about in advance. Please note that for group exams, the trainee cannot be allocated extension as the trainee is a part of a group with other trainees where time and effort can be distributed among the group members. All requests related to sickness must be directed to Danish Shipping Academy before the start of an exam.

If a trainee has a documented diagnosis, i.e. heart condition, allergies, ADHD, ADD, dyslexia etc. that may require special attention at modules or prior to exam periods, the trainee must:

- Direct and document the health condition (i.e. heart condition, allergy etc.) with official documentation to Danish Shipping Academy within the 1st month of the 1st year of Danish Shipping Education, meaning before the end of September of the 1st year at Danish Shipping Education.

For example, any allergies or dietary requirements must be communicated through Danish Shipping Academy to module venues in advance to ensure the necessary precautions can be taken.

I.e. dyslexia can allow the trainee to be allocated an extension of time at certain types of exams, but this also requires official documentation of dyslexia. For individual exams the trainee may be allocated extension. For group exams the trainee cannot be allocated extension as the trainee is a part of a group with other trainees where time and effort can be distributed among the group members. Danish Shipping Academy will always decide the outcome whether a trainee can be granted more time for exams or not due to special circumstances.

If a trainee cannot provide official documentation on either sickness, health related issues, special dietary requests or sudden health related issues, Danish Shipping Academy cannot guide the trainee and the trainee cannot expect Danish Shipping Academy to take proper

precautions, grant extension or accommodate dietary request etc. Danish Shipping Academy will always decide the outcome whether proper precautions can be made for the trainee.

## Re-Exams

The 6 courses at Danish Shipping Education have different exam forms: some exams are individually conducted and others conducted in groups.

Danish Shipping Academy offers trainees to take between 1-3 test trials in total depending on each course's description of re-exam. A trainee must actively agree and sign up for each re-exam through Danish Shipping Academy's educational advisors.

Please pay close attention to the different re-exam setups described under the different appendices' headline "Re-Exam". Please also be aware of the outlined requirements to the trainee from Danish Shipping Education described under the headline "Disease or Other Special Circumstances" (pages 10-11) in case of sickness or other extraordinary circumstances.

Each re-exam, for each trainee in each course, is combined with a re-exam fee that is paid by the trainee's employer; the Danish Shipping Education-participating company with which the trainee has a signed contract. Danish Shipping Academy contacts the trainee's employer if a trainee fails an exam in order to offer and establish a re-exam in coordination with the relevant teacher team. Danish Shipping Academy sets up a re-exam as soon as the employer has agreed to pay for a re-exam. It is possible for the employer and the trainee to agree of the trainee not to participate in a re-exam. If the trainee is not signed up for a re-exam, the trainee cannot sign up for and participate in Final Interdisciplinary Exam (FIE). It is a prerequisite for the trainee to pass all 6 courses in order to sign up and participate in the Final Interdisciplinary Exam (FIE). Furthermore, the trainee will not receive an assessment for the relevant course. The trainee will neither receive a final diploma on Graduation Day, but Danish Shipping Academy can offer a participation certificate without any assessment results.

Re-exams will typically have the same exam format as 1st test trial unless other information is given by the teacher team and Danish Shipping Academy prior to a re-exam. The trainee must expect the content to differ between the different test trials. Please pay close attention to the different re-exam fees described under the different appendices' headline "Re-Exam".

## Consequences of Cheating

Cheating in exams can have serious consequences for the trainee regardless of whether the trainee violated the rules accidentally or intentionally.

If a teacher team and Danish Shipping Academy have reason to suspect one or more trainees of cheating during an exam:

- The trainee may be immediately abandoned from conducting the exam.
- The submission may be annulled and rejected for evaluation.
- The teacher team and Danish Shipping Academy will in collaboration decide on the further outcome of the given situation. This may include exclusion from Danish Shipping Education.
- The company(ies) the trainee(s) represent(s) will be contacted and informed about the situation.

## Examples of Cheating

Cheating is defined as engaging in activities that are not allowed according to the rules in force described both under each course in “Education Description 2025” and in full in “Full Exam Guide 2025”. Cheating applies to all types of exams regardless of whether the exams are conducted individually or in groups.

Cheating can be:

- The use of information, materials, devices, sources, or practices in completing academic activities that the trainee is not allowed to use or share with others.
- Copying from other individuals during an exam that should be conducted individually is an unauthorized practice, and, therefore, considered cheating.
- Working together or communicating with other groups or individuals, for example during exams specified as conducted individually, is not allowed. The trainee must check with the teacher team and Danish Shipping Academy if the trainee has any doubts about what kind of communication is allowed for the exam in a given course.
- Getting someone else to attend the exam in the trainee’s place and this regards both for oral examination and for written examinations.
- Getting access to the exam question paper or answers in a dishonest way before the exam. For example, receiving information about exam content from other trainees before or during an exam and or re-exam.
- Helping another student to cheat by e.g. communicating together both orally, gesticulating and in any written form.
- Acting in other ways that could lead to an unfair advantage in connection with assessment or compulsory activities.
- Plagiarizing which means quoting minor og longer parts from other sources/authors, see headline below about “Plagiarism”.

## Plagiarism

All kinds of plagiarism are strictly forbidden and not accepted by Danish Shipping Academy. In case of plagiarism the trainee will be held accountable. Therefore, it is of critical importance that the trainee clearly differentiates between the trainee's original writing, and quotation or paraphrasing of external sources (other trainees or authors). It is the trainee's responsibility to be familiar with the rules in force concerning plagiarism. All cases concerning plagiarism will lead to sanctions regardless of whether it was intentional or not.

Plagiarism is when a trainee imitates or copy text written by other people or by oneself, without citing source or indicating that the text is a quotation or a summary rewrite. The written assignment must present the trainee's own work and not the work of others. No direct copying from the internet, books, magazines etc. is permitted. All text written by a trainee, whether in a test, essay, assignment, case or the like, should be in the trainee's own words. Reuse of another trainee's written answer, papers, examinations etc. is strictly forbidden. Reuse of a trainee's own previously written answer papers, examinations etc. is only permitted if a clear reference is made to the original source and this source shall also be submitted as an appendix to the assignment, essay or other exam type with assignment when submitted. Failure to comply with these conditions may cause the teacher team and Danish Shipping Academy to annul the submission and may cause the individual or individuals of a group to be barred from the exam.

Plagiarism is considered in relation to all exam types whether the exams are conducted individually or in groups.

## Technical Issues

If a trainee experiences any technical issues during an active exam period, that impedes the trainee from submitting an exam within the deadline for the exam, it is mandatory that the trainee immediately contact Danish Shipping Academy and the teacher team of the relevant course by phone and in written form before the deadline for the exam has been reached (text messages are not valid as written form).

The trainee must thoroughly describe and document the problem with:

- Evidence such as screen shots, video or documents that state the problem.
- Explanation and argumentation for why the trainee has not kept the exam deadline in time.

The teacher team and Danish Shipping Academy will decide the further procedure. The trainee cannot expect an evaluation of a submission that has not been correctly submitted in both form and within the deadline.

If the trainee experiences any technical issues before an active exam period, Danish Shipping Academy considers this as a problem the trainee must clear to prevent any technical issues during the active exam period. The trainee can therefore not argument that Danish Shipping

Academy shall take into consideration and evaluation how this must affect technical issues for the trainee during an active exam period. It is the trainee's responsibility to make sure to prevent any technical issues before an active exam period and to have easy access to stable internet and other circumstances that give the best surroundings for completing the exams.

## Complaint Guide

If a trainee disagrees in the assessment of an exam the trainee has taken, the trainee has the right to send an official complaint submitted to Danish Shipping Academy no later than 1 week after the exam date (all days of the week counting). A group of trainees cannot file a joint complaint, each trainee must file an individual complaint, and the complaint can only be related to the trainee filing the complaint.

Before filing a complaint, a trainee is welcome to reach out to the relevant teacher team for an explanation on an assessment but cannot claim the right to receive a written response.

The complaint shall be in written form and of maximum 1 A4-page (2400 characters including spacing).

The complaint shall be sent in a separate document and must include the following:

- A title that indicates "Official complaint from xx (trainee's full name) regarding xx (course, exam date(s))". It is not sufficient to describe a complaint in an e-mail to Danish Shipping Academy as free text. This will not be considered as an official complaint and will not be handled or forwarded (text messages are not valid as a written form).
- A thorough argumentation for the trainee's perception of the discrepancy between the assessment and the information stated in the objectives of the given exam. This means how the trainee experiences that the assessment did not align with the information given prior to the exam, according to the learning objectives and the rules in force in both Education Description 2025 and Full Exam Guide 2025.
- Additional information the trainee finds important to highlight arguments.

Please bear in mind that an official complaint should be focused on the evaluation and assessment of the exam or the lack of the same and the trainee's arguments about this.

At all times Danish Shipping Academy strive to give each trainee a fair evaluation and assessment, and Danish Shipping Academy decides if a complaint is sufficiently documented to be forwarded.

A committee may be established to re-evaluate a trainee's assessment based on the filed complaint and the arguments and data for the assessment given by the teacher team and censor, if relevant.

If the filed complaint is accepted, the trainee may be offered:

- A new test/exam trial.
- An assessment of the exam trial if e.g. the submission was first annulled.

If the complaint is rejected, the trainee will receive the given grade or “not passed”, but the trainee may request:

- A new test/exam trial, depending on what number of test trial it is. Please be aware that the trainee cannot file a complaint again after the next test trial.

## Appendix 1

### Exam Description

# Maritime Law: Legal Aspects of Shipping

## Examination and Assessment

### ECTS Points

Maritime Law equals 30 ECTS Points, of which scheduled teaching sessions equal 8 ECTS Points and practical learning in traineeship equals 22 ECTS Points. The course includes teaching sessions and potential excursions at Danish Shipping Education, as well as obtained learning objectives from traineeship in the company.

### Exam Language

The exam is conducted in English.

### Exam Form

Maritime Law exam is conducted as a written exam comprising both multiple-choice questions and case-based questions conducted individually by each trainee. Maritime Law is also included in the Final Interdisciplinary Exam (FIE) as one of the three largest courses the Final Interdisciplinary Exam (FIE) involves around.

Multiple-choice and case-based questions are used as an internal test in Maritime Law. The test is closely linked to the syllabus and spans a wide range of course topics. The multiple-choice questions will require objective answers while the case-based questions require students to assess facts and law and to make a justified choice based on factual and legal arguments where several solutions are available.

Each multiple-choice question can have one or more correct answers.

Only specified aids may be used. Trainees may use their textbook (Maritime Law) as well as other materials uploaded to Learning Management System (LMS) by the course instructors (teacher team), including certain book excerpts, PowerPoint slides and legal texts. Furthermore, trainees may use their notes. Use of the internet except to access the foregoing resources is not permitted. Use of AI is expressly prohibited.

The exam will be conducted with the multiple-choice questions to be answered on the physical answer sheet and the answer to the case-based questions.



## Exam Process

Date for exam submission is determined by Danish Shipping Academy and announced in the exam overview of exam dates.

Each trainee has 3 hours to complete the test within a given deadline.

The exam is assessed and graded, and the trainee receives a grade within 4 weeks (not counting weeks 51 and 52).

## Foundation for the Exam

The foundation for the exam is the teaching and literature from the course Maritime Law, as well as obtained learning objectives from the traineeship in the company.

## Learning Objectives for the Exam

At the exam, the trainee must demonstrate the learning objectives of the course have been achieved:

### Knowledge

- Understand and be familiar with the main regulatory and contractual concepts within the shipping industry and the mitigation of risks in the shipping industry.
- Have knowledge concerning regulation, including international conventions and national legislation within the maritime industry and the most commonly used contracts within the shipping industry. This includes advantages and disadvantages of contractual terms in various transactional and regulatory matters.
- Understand and be aware of the theory and methods relating to international maritime law, principles of English law, maritime contracts and maritime commercial transactions.
- Understand and have knowledge of the overall dispute resolution and the mechanisms hereof, including arbitration and mediation procedures.
- Be acquainted with marine insurers', including P&I Clubs and their legal representatives, role in maritime transactions and disputes, including the process of marine insurance and maritime liens.

### Skills

- Critically analyse legal issues by examining maritime law rules and relevant international regulation as a perspective and in relation to daily work processes.

- Identify, communicate and discuss cause, problems, dilemmas and solutions of maritime law cases in a comprehensive and professional manner that is applicable to daily work processes.
- Prepare and construct legal arguments that can be applied in practical situations, and lead to possible alternative solutions.

## Competences

- Explain and clarify the contents of maritime law contracts and legal frameworks and apply and adjust daily work processes accordingly.
- Communicate and present the main sources of international maritime law and the regulations applicable to the maritime sector and the most commonly standard used contracts in the maritime sector and explain their role for the parties involved.
- Identify, explain, discuss and solve issues of law applicable to maritime issues and related case studies with the teacher team, supervisors, legal counsel and P&I.
- Present arguments and apply adequate methods and solutions for disputes and dispute resolutions in an overall legally correct high-level way.
- Identify, analyse and develop legal arguments in interdisciplinary work processes.

## Guidelines for Answering the Test

The questions in the exam with multiple-choice and case-based questions are designed according to the following guidelines:

- Are closely linked to the syllabus and spans a wide range of topics.
- Cover all the learning objectives of the course.
- Are adapted to the level of education and are formulated in clear and concise language.
- Case-based questions are designed for answers weighing arguments of fact and law and requiring the trainee to make justified choices where several solutions are available.
- Multiple-choice questions are designed for objective answers and the answers therefore do not depend on interpretation, meaning that each multiple-choice question can have one or more correct answers.

## Assessment Foundation for the Exam

The exam is assessed according to the Danish 7-point grading scale.

## Re-Exam

Danish Shipping Academy offers the trainee to take up to maximum 3 test trials in total, if a trainee falls sick before a test trial or do not pass an exam/re-exam. There is a re-exam fee of 2,000 DKK combined with each re-exam trial, and this is paid by the trainee's DSE-participating company unless the DSE-participating company and the trainee agrees not to participate in a new test trial.

Re-exams will have the same exam form as 1st test trial unless other information is given by the teacher team and Danish Shipping Academy. The trainee must expect the content to differ between the different test trials. Re-exams in Maritime Law may be conducted as oral examinations.

If a trainee does not pass by the end of the 3rd test trial, the grade given will be registered by the relevant course. The trainee will not be able to participate in the Final Interdisciplinary Exam (FIE) and will not be offered a diploma with all grades, but a participant certificate by the end of Danish Shipping Education at Graduation Day. Please visit page 11 for more information about re-exams.

## Appendix 2

### Exam Description

#### Maritime Economics:

#### The Global Impact on Maritime and Business Economics

### Examination and Assessment

#### ECTS Points

Maritime Economics equals 30 ECTS Points, of which scheduled teaching sessions equal 7 ECTS Points and practical learning in traineeship equals 23 ECTS Points. The course includes teaching sessions and potential excursions at Danish Shipping Education, as well as obtained learning objectives from traineeship in the company.

#### Exam Language

The exam is conducted in English.

#### Exam Form

Maritime Economics is conducted as a partly written and partly oral exam comprising both a written synopsis and a short oral examination with questions from the teacher team regarding syllabus and the synopsis. Both the synopsis and oral examination are used as an internal test in Maritime Economics. Both the synopsis and the oral exam are conducted individually by each trainee.

The synopsis is based on a real-life case, that the trainee receives at the beginning of the Day 1 of the exam process, see headline below about “Exam Process”. The questions for the oral exam are not available for the trainee before the oral examination, which takes 15 minutes including evaluation and grading.

Maritime Economics is included in the Final Interdisciplinary Exam (FIE) as one of the three largest courses the Final Interdisciplinary Exam (FIE) involves around.

Regarding the synopsis it is permitted to use all kinds of aids in accordance with the rules in force, see from page 8.

Regarding the oral examination it is only permitted to bring the synopsis and notes and no other aids. The oral examination is conducted virtually via an online link with the teacher team.

## Exam Process

Dates for exam submission and oral examinations for each trainee are determined by Danish Shipping Academy and announced in the exam overview of exam dates.

**Day 1 - 5:** Days for the trainee to write the synopsis. The trainee will receive the real-life case, upon which the synopsis shall be based, at the beginning of Day 1 of the exam process.

**Day 5:** The trainee submits the synopsis to the teacher team via Learning Management System (LMS) within a given deadline announced by Danish Shipping Academy or the teacher team.

**The following week:** The teacher team will read the trainee's synopsis.

**Approximately 2 weeks after Day 1 and the following days:** The trainee participates in an online oral examination.

**Date for oral examination:** The trainee must join the online link for the oral examination with the teacher team and in time before the actual examination starts. If the trainee is delayed the examination will be annulled and the test trial will be considered used. The trainee will have to sign up for a re-exam with guidance from Danish Shipping Academy.

## Foundation for the Exam

The foundation for the exam is the teaching and literature from Maritime Economics, as well as obtained learning objectives from the traineeship in the company.

## Learning Objectives for the Exam

With both the synopsis and the oral examination, the trainee must demonstrate the learning objectives of the course have been achieved:

### Knowledge

- Understand the relationship between global economy, maritime transport and political factors.
- Understand the relationship between supply and demand theory and freight rates in the main segments of shipping markets.
- Have an insight into the relationship between risk management theory, corporate strategies and firm performance.
- Be acquainted with the digitalization of the maritime sector including connectivity of stakeholders in the ecosystem.

- Have an insight into the role of innovation and entrepreneurship in the development of maritime business models.
- Have a fundamental understanding of the relevant social science methodologies including being able to reflect critically on theories, sources and academical material.

## **Skills**

- Explain the economic logic and institutional structure of the main segments of the shipping market.
- For shipping commodities, major dry bulk cargos, major wet bulk cargos and major container cargos, identify and discuss the origin, factors affecting supply and demand and the impact on the world fleet and be able to explain to collaborative partners.
- Analyse global supply chains of production, transport, and distribution.
- Analyse and explain how risk management can support and enhance shipping strategies and firm performance.
- Present and explain the role of digitalization in the development of sustainable maritime strategies and effective organisational structures.
- Define and explain how innovation and entrepreneurship lead to the evolution of business models in the maritime sector.

## **Competences**

- Identify and examine the complexity of the shipping market including interdisciplinary aspects, i.e. economics, sustainability and geopolitics and explain recent developments and future tendencies which can be applied to work processes.
- Identify and assess maritime economics factors which determine business model opportunities in international shipping and apply it to daily work practices.
- Enable fundamental understanding of academic methods applicable to analyses in further education.

## **Elaboration of the Exam Form**

### **Guidelines for the Synopsis**

## Synopsis

A synopsis is a short text based on the learning of the course. The trainee will apply relevant theories and concepts to a real-life case and analyse a given problem which is relevant to the maritime sector. It is important that the trainee is able to formulate relevant problem formulation, select, describe and apply relevant theories and concepts. Finally, the synopsis should be guided by the methodological principles which are introduced in the course.

## Guidelines for Writing a Synopsis

The synopsis is written according to the following guidelines:

1. Firstly, the trainee should be able to identify a relevant problem formulation.
2. Secondly, the trainee should be able to identify, describe and apply relevant theories and concepts.
3. Thirdly, the trainee should analyse a relevant, real-life case from the maritime sector.
4. Finally, the trainee should apply relevant methods including understating of sources, a deliberately chosen use of theories.

## Content in the Synopsis

- Front page
- Introduction including problem formulation
- Theories and methods
- Analysis
- Conclusion

## Length of the Synopsis

- 5 standard pages (5 x 2400 characters including spaces), however excluding front page, table of contents and appendices.
- Line spacing of 1.5.
- Left margin must be 3.5 cm and the right margin 2 cm.
- All pages except the front page are numbered. The page number is placed at the bottom right side of the page.

## Front Page of Synopsis

The front page alone shall contain the following:

- The trainee's full name.
- "Danish Shipping Education" and the name of the course.
- Date, year and the name of the DSE-years the trainee participates in "DSE 20XX - 20XX".
- An illustration that illuminates the topic of the synopsis.
- A title of the synopsis.
- The total number of characters counted from first page after the front page (excluding table of contents) to and including last page (excluding the bibliography).

## Mandatory Information for Pages in Synopsis

Each page in the synopsis must include:

- Page number placed at the bottom right of the page (excluding front page of the submission).
- The trainee's full name.
- Course name and "Danish Shipping Education".
- Date, year and the name of the DSE-years the trainee participates in "DSE 20XX - 20XX".
- A title of the synopsis.

## Headlines

Headlines shall:

- Be marked in bold.
- Accurately show what the section is about.
- Create an overview in the table of contents and throughout the synopsis.
- Show how the synopsis is structured.



## Font

- Times New Roman 12 pkt.

## Illustrations

Images, fact boxes, tables or similar illustrations may be used, which are used to:

- Explain and support text.
- Break a large text area in a synopsis to smaller parts.

## Illustrations Must Have

- Title/appropriate headline.
- Source indication just below the illustration.
- Illustrations do not count in the synopsis' total number of characters.

## Referencing

- The trainee can use any method of academic referencing preferred (e.g., APA, Harvard system, MLA) by the condition that reference is made correctly and consistently throughout the synopsis.
- The synopsis must contain a bibliography; a list of all the sources used in the synopsis.
- The literature chosen must primarily be from the course's teaching plan.

For all citing:

- When citing, use quotation marks and be aware that a quote can never stand alone, but must substantiate its own text.
- When citing, phrase the passage in italics.
- All quotes must be followed by author name, year, and page number. The source cited must always appear in the bibliography.
- Please be aware of the rules in force regarding plagiarism, see page 13.

## Submission

- As PDF

## Guidelines for the Oral Examination

### Oral Examination

The oral examination is based on the written synopsis and will be conducted as a conversation between the trainee and the teacher team. An internal censor will participate in this exam and will be able to ask questions like the teacher team.

The trainee must join the online link for the oral examination with the teacher team and in time before the actual examination starts. If the trainee is delayed the examination will be annulled and the test trial will be considered used. The trainee will have to sign up for a re-exam.

### Purpose of the Oral Examination

The purpose of the oral examination is to clarify to which extent the trainee can demonstrate the course's learning objectives based on the written synopsis.

### Preparation for the Oral Examination

The oral examination shall be prepared according to the following guidelines:

- Preparation for the oral examination consists of writing the synopsis and being able to explain and argument for the coherence of the content related to the real-life case.
- The oral exam will start directly with a question based on the synopsis, and therefore no extra preparation time will be included in the 15-minute oral exam.
- The oral exam will take point of departure in a conversation based on the synopsis. This requires the trainee to:
  - o Be confident with all parts of the synopsis.
  - o Prepared to argument for the choices made in creating the synopsis' content.
  - o Be able to reflect and discuss different angles than the one presented through the synopsis.
- The trainee will be asked questions related – and limited – to the synopsis combined with the syllabus of the course.

### Length of Oral Examination

The oral exam will consist of in total 15 minutes of conversation including evaluation and grading for each trainee. When the online examination is conducted the trainee can go offline when the teacher team gives signal to.

## Assessment Foundation for the Exam

Both the synopsis and the oral exam in Maritime Economics are assessed as one grade according to the Danish 7-point grading scale. The trainee will be informed of the grade given after the oral examination.

## Re-Exam

Danish Shipping Academy offers the trainee to take up to maximum 3 test trials in total, if a trainee falls sick before a test trial or do not pass an exam/re-exam. There is a re-exam fee of 2,000 DKK combined with each re-exam trial, and this is paid by the trainee's DSE-participating company unless the DSE-participating company and the trainee agrees not to participate in a new test trial.

Re-exams will have the same exam form as 1st test trial unless other information is given by the teacher team and Danish Shipping Academy. The trainee must expect the content to differ between the different test trials.

If a trainee does not pass by the end of the 3rd test trial, the grade given will be registered by the relevant course. The trainee will not be able to participate in the Final Interdisciplinary Exam (FIE) and will not be offered a diploma with all grades, but a participant certificate by the end of Danish Shipping Education at Graduation Day. Please visit page 11 for more information about re-exams.

## Appendix 3

### Exam Description

## Ship Design: Constructions, Operations and Future Vessels

### Examination and Assessment

#### ECTS Points

Ship Design equals 25 ECTS, of which scheduled teaching sessions equal 8 ECTS Points and practical learning in traineeship equals 17 ECTS Points. The course includes teaching sessions and potential excursions at Danish Shipping Education, as well as obtained learning objectives from traineeship in the company.

#### Exam Language

The exam is conducted in English.

#### Exam Form

Ship Design is conducted as a multiple-choice test by each trainee individually. Ship Design is also included in the Final Interdisciplinary Exam (FIE) as one of the three largest courses the Final Interdisciplinary Exam (FIE) involves around.

Multiple-choice is used as an internal test in Ship Design. The test is closely linked to the syllabus and spans a wide range of course topics. The questions will require objective answers. Each multiple-choice question can have one or more correct answers.

It is permitted to use all kinds of aids in accordance with the rules in force. Please visit these from page 8.

The test is conducted virtually via the Learning Management System (LMS).

#### Exam Process

Date for exam submission is determined by Danish Shipping Academy and announced in the exam overview of exam dates.

The test will be available in the Learning Management System (LMS) at a specified time and will be available for 48 hours. The test must be completed within 1 hour and the test cannot be paused once started. To pass the test the trainee must have 80% correct answers.

## Foundation for the Exam

The foundation for the exam is the teaching and literature from the course Ship Design, as well as obtained learning objectives from the traineeship in the company.

## Learning Objectives for the Exam

At the exam, the trainee must demonstrate the learning objectives of the course have been achieved:

### Knowledge

- Understand key players off- and onshore and have knowledge of the main practitioners in the shipping industry.
- Understand the basis machinery used onboard vessels, as well as how it is managed to ensure optimal performance.
- Have insight into system design and performance analysis.
- Be well acquainted with the technical aspects of ships and the different types of technology onboard.
- Understand the principal role and function of ship management whether as part of a ship owning company or as an independent management company.
- Knowledge of environmental rules and regulations governing the shipping industry; SOLAS, MARPOL, STCW and ISPS.
- Understand the concepts of ship registration and its flag state.
- Understand the world's oceans and the processes within it.

### Skills

- Discuss the differences between the different roles of the practitioner and their stakeholders. The work tasks etc. to effectively navigate within shipping companies when communicating with other stakeholders; authorities and private entities.
- Be able to explain the terminology of ship technology to peers and collaboration partners.
- Identify and explain ship technology by blueprints and drawings, descriptions and dimensions.

- Explain and conduct possible solutions for various types of vessels' capacity to perform their operations.
- Compare and contrast key performance indicators for different ship types and potentially identify where efficiency improvements could be made.

## Competences

- Develop their capacity for continuing professional development by familiarizing themselves with greener and innovative technology and ship management scenarios, which enable trainees to utilise their knowledge and skills to adjust workflows and work processes accordingly.
- Trainees will be expected to increase and apply their knowledge of maritime regulatory framework related to operations, classification etc. serving the shipping industry by accessing their websites and explaining their aims and objectives and reasons for existence.
- Identify environmental problems and dilemmas, assess scenarios and be able to ask the right questions to parties involved and suggest solutions to improve work processes.

## Guidelines for Answering the Test

The questions in the internal test with multiple-choice questions are designed according to the following guidelines:

- Are closely linked to the syllabus and span a wide range of topics.
- Cover all the course's learning objectives.
- Are adapted to the level of education and are formulated in clear and concise language.
- Are designed for objective answers and the answers therefore do not depend on interpretation, meaning that each multiple-choice question can have one or more correct answers.

## Assessment Foundation for the Exam

The exam in Ship Design is assessed as passed/not passed.

## Re-Exam

Danish Shipping Academy offers the trainee to take up to maximum 3 test trials in total, if a trainee falls sick before a test trial or do not pass an exam/re-exam. There is a re-exam fee of 2,000 DKK combined with each re-exam trial, and this is paid by the trainee's DSE-participating

company unless the DSE-participating company and the trainee agrees not to participate in a new test trial.

Re-exams will have the same exam form as 1st test trial unless other information is given by the teacher team and Danish Shipping Academy. The trainee must expect the content to differ between the different test trials.

If a trainee does not pass by the end of the 3rd test trail, “not passed” will be registered by the relevant course. The trainee will not be able to participate in the Final Interdisciplinary Exam (FIE) and will be not offered a diploma with all grades, but a participant certificate by the end of Danish Shipping Education at Graduation Day. Please visit page 11 for more information about re-exams.

## Appendix 4

### Exam Description

## Energy & Green Transition: Adapting Shipping to Climate- and Environmental Changes

### Examination and Assessment

#### ECTS Points

Energy & Green Transition equals a total of 10 ECTS Points, of which scheduled teaching sessions equal 2 ECTS Points and practical learning in traineeship equals 8 ECTS Points. The course includes teaching sessions and potential excursions at Danish Shipping Education, as well as obtained learning objectives from traineeship in the company.

#### Exam Language

The exam is conducted in English.

#### Exam Form

Energy & Green Transition is conducted as a multiple-choice test by each trainee individually.

Multiple-choice is used as an internal test in Energy & Green Transition. The test is closely linked to the syllabus and spans a wide range of course topics. The questions will require objective answers. Each multiple-choice question can have one or more correct answers.

It is permitted to use all kinds of aids in accordance with the rules in force. Please visit these from page 8.

The test is conducted virtually via the Learning Management System (LMS).

#### Exam Process

Date for exam submission is determined by Danish Shipping Academy and announced in the exam overview of exam dates.

The test will be available in the Learning Management System (LMS) at a specified time and will be available for 48 hours. The test must be completed within 1 hour and the test cannot be paused once started. To pass the test the trainee must have 80% correct answers.



## Foundation for the Exam

The foundation for the exam is the teaching and literature from the course Energy & Green Transition, as well as obtained learning objectives from the traineeship in the company.

## Learning Objectives for the Exam

At the exam, the trainee must demonstrate the learning objectives of the course have been achieved:

### Knowledge

- Have a fundamental understanding of climate and environmental challenges happening around the globe related to the shipping industry and its impact on the future possibilities within shipping.
- Understand how climate challenges affect the environment at sea both at sea level and below.
- Understand how climate and environmental challenges are affected by shipping and how shipping companies play an important role in bringing down negative effects from daily chartering and operations with i.e. fuels, scrubber water etc.
- Be well acquainted with and able to identify key international maritime organisations and their way of developing the shipping industry.
- Understand the regulatory framework that key international maritime organisations set out and how this affects daily operations in different shipping companies.

### Skills

- Identify current climatic and environmental problems related to shipping.
- Outline and examine the environmental problems related to port activities and highlight methods to limit the negative impacts.
- Identify international maritime key players, explain what their scope of work is, communicate how relations among these are intertwined and relate to daily tasks within shipping.
- Be able to explain the terminology of different technical terms used in regulatory framework concerning both daily shipping operations and chartering and on a political level.

## Competences

- Identify and communicate possible solutions for enhancing a greener transition for shipping and how this may affect daily operations and chartering in interdisciplinary contexts.
- Communicate climate and environmental challenges, regulatory recommendations and possible solutions related to daily work tasks accustomed to internal and external partners.
- Develop a capacity for continuing the trainee's own professional development by familiarizing oneself with greener and innovative technology.

## Guidelines for Answering the Test

The questions in the internal test with multiple-choice questions are designed according to the following guidelines:

- Are closely linked to the syllabus and span a wide range of topics.
- Cover all the learning objectives of the course.
- Are adapted to the level of education and are formulated in clear and concise language.
- Are designed for objective answers and the answers therefore do not depend on interpretation.

## Assessment Foundation for the Exam

The exam is assessed as passed/not passed.

## Re-Exam

Danish Shipping Academy offers the trainee to take up to maximum 3 test trials in total, if a trainee falls sick before a test trial or do not pass an exam/re-exam. There is a re-exam fee of 2,000 DKK combined with each re-exam trial, and this is paid by the trainee's DSE-participating company unless the DSE-participating company and the trainee agrees not to participate in a new test trial.

Re-exams will have the same exam form t as 1st test trial unless other information is given by the teacher team and Danish Shipping Academy. The trainee must expect the content to differ between the different test trials.

If a trainee does not pass by the end of the 3rd test trail, "not passed" will be registered by the relevant course. The trainee will not be able to participate in the Final Interdisciplinary Exam

(FIE) and will not be offered a diploma with all grades, but a participant certificate by the end of Danish Shipping Education at Graduation Day. Please visit page 11 for more information about re-exams.

## Appendix 5

### Exam Description

## Geopolitics & Maritime Transport: Grasping Geopolitical Influences and Changes

### Examination and Assessment

#### ECTS Points

Geopolitics & Maritime Transport equals a total of 10 ECTS Points, of which scheduled teaching sessions equal 2 ECTS Points and practical learning in traineeship equals 8 ECTS Points. The course includes classroom teaching sessions and potential excursions with Danish Shipping Education, as well as related practical learning as traineeship in the companies.

#### Exam Language

The exam is conducted in English.

#### Exam Form

Exam in Geopolitics & Maritime Transport is conducted as a written exam in groups of 2-3 trainees.

The case and written assignment is an internal exam in Geopolitics & Maritime Transport. The exam is closely linked to the syllabus and spans a wide range of course topics.

It is permitted to use all kinds of aids according to the rules in force. Please pay close attention to the rules in force regarding cheating and plagiarism, see from page 8.

#### Exam Process

Date for exam is determined by Danish Shipping Academy and announced in the exam overview of exam dates.

Geopolitics & Maritime Transport exam will be conducted as a written product in the form of a written case and a written assignment, both conducted by a group of 2-3 trainees. The group must develop and write the case based on a current or past real-life scenario relating to geopolitical factors such as regional conflicts, sanctions and/or trade wars or the like and how this affects maritime transport and the shipping market. This case will serve as the foundation for the assignment which shall be an analysis and discussion of the case. The case will not be

included in the number of assignment pages but serve as an appendix to the assignment. The case must be written before the writing of the assignment.

Danish Shipping Academy recommends the group to develop the case through and in between classes and in that sense, it is permitted to develop the case with advice from teachers and fellow trainees. However, the writing of the case and the writing of the assignment must be conducted by the group itself according to the rules in force. Please pay close attention to the rules in force regarding cheating and plagiarism, see from page 8.

The case shall be developed before the deadline of the exam submission. Both the case as an appendix and the assignment shall be sent to the teacher team upon a set date and within a given deadline. Please follow the instructions of the teacher team on submission.

## Foundation for the Exam

The foundation for the exam is the teaching and literature from the course Geopolitics & Maritime Transport, as well as obtained learning objectives from traineeship in the companies. As a prerequisite for taking the exam the group must develop and write a case, and the elaboration of the case is described in the guidelines under headline “Elaboration of the Exam Form”.

## Learning Objectives for the Exam

At the exam, the trainees must demonstrate the learning objectives of the course have been achieved:

### Knowledge

- Understand the key economic factors and non-economic factors affecting global shipping in how maritime transport is planned, executed and radically changed due to different scenarios, e.g. regional conflicts, sanctions and trade wars.
- Understand how sanctions affect maritime transportation on an operational and market development level.
- Understand how geopolitical conflicts, strategic alliances and power shifts influence global shipping routes, maritime trade networks and maritime security.
- Understand the correlation of global economic developments with the development of the maritime economy and how this modifies all daily shipping operations.
- Perceive the great challenge of the energy transition of shipping and the sustainability of individual alternative energy sources of propulsion.

## Skills

- Identify and analyse the effects of individual political and geopolitical risks on global shipping both from a historical view, current scenarios and possible future scenarios.
- Be able to explain and assess the significance of risks to shipping arising from important strategic sea passages and global sea lanes.
- Assess and argue the risks and opportunities associated with global shipping lanes and chokepoints.
- Analyse the geopolitical strategies of major maritime powers and their economic implications.

## Competences

- Ability to analyse global power dynamics and how they shape maritime trade routes and communicate internally and externally what the effects this may have on daily and future shipping operations.
- Evaluate the geopolitical implications of regional conflicts, sanctions and trade wars and illustrate how these can affect daily shipping operations in both positive and negative ways on daily basis.
- Acknowledge and analyse the effects of international financial crises, trade competitions and crises in energy markets on maritime transport and propose possible solutions for how this can be integrated as ways of rethinking daily shipping operations.

## Elaboration of the Exam Form

### Guidelines for the Case and Assignment

#### Self-written Case

The case serves as an appendix to the assignment and does not count in the number of pages for the exam submission but shall be submitted with the assignment in the exam submission. The case must describe a past or current real-life scenario that has happened or is happening around the world. The real-life scenario must relate to geopolitical factors such as regional conflicts, sanctions and/or trade wars or the like.

#### Assignment

In the assignment, the group analyses, discusses and critically reflects upon the challenges and issues presented in the self-written case. The assignment is based on a self-written case developed by the group through and in between classes. In the assignment the group must address how the described real-life scenario affects maritime transport and the shipping

market and at the same time incorporate answers to questions given by the teacher team to form the case.

It is a prerequisite to develop and write the case for writing the assignment. It is mandatory to write and submit the exam with the case as an appendix and with clear references to the case in the assignment.

With the assignment the group must:

- Illustrate analytical and practical understanding and knowledge of a self-written case.
- Illustrate the group's critical analysis, discussion and reflections on geopolitical matters in the self-written case.

## Content in the Assignment

- Table of contents
- Introduction: Describe the topic by presenting the case and the main challenge/issue in the described real-life scenario related to geopolitical factors such as regional conflicts, sanctions and/or trade wars (maximum 1 standard page of 2400 characters including spaces).
- Analysis and discussion: Critical analysis and discussion of the geopolitical matters presented in the case (3 standard pages meaning 3 x 2400 characters including spaces).
- Conclusion: Reflections on the analysis and discussion through e.g. alternative perspective(s) of the geopolitical factors presented in the case (1 standard pages meaning 1 x 2400 characters including spaces).

## Length of Case

- 1 standard page (1 x 2400 characters including spaces).
- Line spacing of 1.5.
- Left margin must be 3.5 cm and the right margin 2 cm.

## Length of Assignment

- 5 standard pages (5 x 2400 characters including spaces), however excluding front page, table of contents and appendices (i.e. the case).

- Line spacing of 1.5.
- Left margin must be 3.5 cm and the right margin 2 cm.

## Front Page for the Assignment

The front page alone shall contain the following:

- All trainees' full names.
- Course name and "Danish Shipping Education".
- Date, year and the name of the DSE-years the trainees participate in "DSE 20XX - 20XX".
- An illustration that illuminates the topic of the assignment.
- A title of the assignment.

## Mandatory Information for Pages in Case and Assignment

Both the case and assignment must on each page include:

- Page number placed at the bottom right of the page (excluding front page of the submission).
- All trainees' full names.
- Course name and "Danish Shipping Education".
- Date, year and the name of the DSE-years the trainees participate in "DSE 20XX - 20XX".
- A title of the assignment.

## Headlines

Headlines shall:

- Be marked in bold.
- Accurately show what the section is about.
- Create an overview in the table of contents and throughout the assignment.
- Show how the assignment is structured.



## Fonts

- Times New Roman 12 pkt.

## Illustrations

Images, fact boxes, tables or similar illustrations may be used, which are used to:

- Explain and support text.
- Break a large text area in an assignment to smaller parts.

## Illustrations Must Have

- Title/Appropriate headline.
- Source indication just below the illustration.
- Illustrations do not count in the assignment's total number of characters.

## Referencing

- The trainee can use any method of academic referencing preferred (e.g., APA, Harvard system, MLA) by the condition that reference is made correctly and consistently throughout the assignment.
- The assignment must contain a bibliography; a list of all the sources used in the assignment.
- The literature chosen must primarily be from the course's teaching plan.

For all citing:

- When citing, use quotation marks and be aware that a quote can never stand alone, but must substantiate its own text.
- When citing, phrase the passage in italics.
- All quotes must be followed by author name, year, and page number. The source cited must always appear in the bibliography.
- Please be aware of the rules in force regarding plagiarism, see page 13.

## Author of Each Section in the Assignment

Additional requirements for the written assignment are in accordance with the rules in force in Executive Order BEK nr. 863 af 14/06/2022 Chapter 1, §2 (Bekendtgørelse om eksamener og prøver ved professions- og erhvervsrettede videregående uddannelser via retsinformation.dk), that the basis for the assessment is the individual performance. This means that only the individual performance can be made the subject of the individual assessment. Therefore, only the trainee's own prepared parts of the assignment can be assessed as part of the grade the individual trainee will receive in combination with the presentation at the oral examination.

This means that the group-produced assignment must include a clear marking of which group member has prepared the assignment area. The parts of the assignment that the individual trainee has prepared form the basis for assessing the overall performance of both the assignment and the oral presentation. After heading in each section in the assignment, a trainee's name shall be clearly marked in bold and in parentheses. This is to make sure all trainees have taken equally part in writing the assignment, and therefore all trainees in the group must be assigned with equal parts of the assignment.

The table of contents must contain the same allocation of trainee names as mentioned above.

## Submission

- As PDF

## Assessment Foundation for the Exam

The self-written case and the assignment will together be assessed as passed/not passed.

## Re-Exam

Danish Shipping Academy offers a group to take up to maximum 3 test trials in total, if the entire group does not pass 1st test trial in Geopolitics & Maritime Transport.

If 1 trainee in the group does not pass or falls sick before a test trial, the trainee must individually write 3 standard pages (3 x 2400 characters including spaces). The remaining requirements about the exam process are the same as for 1st test trial.

If 2 trainees in the group does not pass (i.e. if their names are not visible as authors of the case and assignment) or both fall sick before a test trial, the trainees are considered as a new group and must attend the next test trial considered as a group. The 2 trainees will write 5 standard pages (5 x 2400 characters including spaces). The requirements of the assignment are the same as for 1st test trial.

There is a re-exam fee of 2,000 DKK combined with each re-exam trial for each trainee, and this is paid by the trainee's DSE-participating company unless the DSE-participating company and

the trainee agrees not to participate in a new test trial. All test trials, whether the trainee is part of a group in the 1st test trial and/or attend 2nd test trial individually, are counted as part of the in total 3 test trials per trainee.

If a trainee does not pass by the end of the 3rd test trail, “not passed” will be registered by the relevant course. The trainee will not be able to participate in the Final Interdisciplinary Exam (FIE) and will not be offered a diploma with all grades, but a participant certificate by the end of Danish Shipping Education at Graduation Day. Please visit page 11 for more information about re-exams.

## Appendix 6

### Exam Description

## Connecting Shipping Relations: Navigating in Multi-Cultural Shipping Settings

### Examination and Assessment

#### ECTS Points

Connecting Shipping Relations equals a total of 15 ECTS Points, of which scheduled teaching sessions equal 4 ECTS Points and practical learning in traineeship equals 11 ECTS Points. The course includes classroom teaching sessions and potential excursions with Danish Shipping Education, as well as related practical learning as traineeship in the companies.

#### Exam Language

The exam is conducted in English.

#### Exam Form

Exam in Connecting Shipping Relations is conducted as a written exam conducted by each trainee individually. A self-written case and an essay are used as an internal test in Connecting Shipping Relations.

Both the case and the essay shall be conducted individually by each trainee.

The trainee must develop and write the case based on real-life experiences related to a work scenario and this case will serve as the foundation for the essay. The case will not be included in the number of essay pages but serve as an appendix to the essay. The case must be written before the writing process of the essay, and the trainee will work with the development and the writing of the case through the different classes in Connecting Shipping Relations.

As the case is developed through classes, it is permitted to develop the case with advice from teachers and fellow trainees. However, the writing of the case and the writing of the essay must be conducted by the individual trainee according to the rules in force. Please pay close attention to the rules in force regarding cheating and plagiarism, see from page 8.

Regarding the essay it is permitted to use all kinds of aids in accordance with the rules in force, see from page 8.

## Exam Process

Date for exam submission is determined by Danish Shipping Academy and announced in the exam overview of exam dates.

The case shall be developed over time and in between classes before writing the synopsis.

## Foundation for the Exam

The foundation for the exam is the teaching and literature from the course Connecting Shipping Relations, as well as obtained learning objectives from the traineeship in the company. As a prerequisite for taking the exam the trainee must develop and write a case, and the elaboration of the case is described in the guidelines under the headline “Elaboration of the exam form”.

## Learning Objectives for the Exam

At the exam, the trainee must demonstrate the learning objectives of the course have been achieved:

### Knowledge

- Understand how cultures vary across the globe and how cultural preferences among others influence:
  - Leadership styles
  - How relations are built
  - Communication styles
  - Conflict management
  - Feedback-style
  - Decision-making
  - Presentation techniques
- Understand the importance of negotiating with global partners with an eye for long-term results and professional relations, emphasizing sustainable business interactions.
- Develop a theoretical understanding of cultural intelligence as well as knowledge of research-based theory of cultural differences (cultural dimensions).
- Understand perspectives of proactive conflict management in the physical and virtual global workplace and apply theoretical knowledge to real-world scenarios.

### Skills

- Develop a set of skills to handle effective communication with clients, customers and colleagues from different cultures related to daily work tasks within shipping contexts, accounting for linguistic and cultural differences.

- Identify cultural influences on negotiation and train the skill set needed to make successful negotiation across multi-cultural contexts, with awareness of long-term business relationship building.
- Proactively assess and overcome potential misunderstandings and inefficiencies in different approaches to deadlines, timekeeping and speaking styles, and suggest ways to avoid miscommunication as ways of adjusting work procedures.
- Communicate effectively and gain increased awareness about techniques for communicating across linguistic and cultural barriers when communicating with colleagues, clients and partners within shipping.

## Competences

- Transform knowledge about cross-cultural differences and communication into actions to achieve better results when collaborating with colleagues, clients and partners within shipping, relating course content to own job function, company and industry.
- Identify, propose solutions and adjust working procedures according to the given cultural context.
- Identify, analyse and adjust communication, presentation styles, conflict management, negotiation and feedback-style to meet the needs of the given work task, while enhancing collaboration and minimizing misunderstandings.
- Adjust, develop and improve personal strategies within communication as continued learning in future professional settings.

## Elaboration of the Exam Form

### Guidelines for the Case and Essay

#### Self-written Case

The case serves as an appendix to the essay and does not count in the number of pages for the exam submission but shall be submitted with the essay in the exam submission. The case should present a relevant work-related situation encountered by the trainee, and simultaneously integrate responses to questions set by the teacher team to guide the structure of the case.

#### Essay

The essay format in the Connecting Shipping Relations exam is a text based on personal considerations and evaluations supplemented with literature sources from this course.

In the essay, the trainee discusses challenges and issues, and the trainee reflects on theory, tools, methods and solutions in relation to a self-written case. The essay assignment is based

on a self-written case developed by the trainee through and in between classes. It is a prerequisite to develop and write the case for writing the essay. It is mandatory to write and submit the exam with the case as an appendix and with clear references to the case in the essay.

With the essay the trainees must:

- Illustrate theoretical and practical understanding and knowledge of a self-written case.
- Illustrate own reflections and professional solutions on cultural dimensions in the self-written case.

## Content in the Essay

- Introduction: Describe topic by presenting case (maximum 0,5 standard page of 1200 characters including spaces).
- Analysis and discussion: Reflections and discussion of which cultural dimensions are involved or relevant to analyse and why. Use at least three dimensions of cultural dimensions or more (1 standard page meaning 1 x 2400 characters including spaces).
- Conclusion: Proposed solution(s) to the case to enhance a more effective, respectful and culturally intelligent work profile (1,5 standard pages meaning 1,5 x 2400 characters including spaces).

## Length of Case

- 1 standard page (1 x 2400 characters including spaces).
- Line spacing of 1.5.
- Left margin must be 3.5 cm and the right margin 2 cm.

## Length of Essay

- 3 standard pages (3 x 2400 characters including spaces), however excluding front page, table of contents and appendices (i.e. the case).
- Line spacing of 1.5.
- Left margin must be 3.5 cm and the right margin 2 cm.

## Front Page for the Essay

The front page alone shall contain the following:

- The trainee's full name.
- Course name and "Danish Shipping Education".
- Date, year and the name of the DSE-years the trainee participates in "DSE 20XX - 20XX".
- An illustration that illuminates the topic of the essay.
- A title of the essay.

## Mandatory Information for Pages in Case and Essay

Both the case and essay must on each page include:

- Page number placed at the bottom right of the page (excluding front page of the submission).
- The trainee's full name.
- Course name and "Danish Shipping Education".
- Date, year and the name of the DSE-years the trainee participates in "DSE 20XX - 20XX".
- A title of the essay.

## Headlines

Headlines shall:

- Be marked in bold.
- Accurately show what the section is about.
- Create an overview in the table of contents and throughout the essay.
- Show how the essay is structured.

## Fonts

- Times New Roman 12 pkt.



## Illustrations

Images, fact boxes, tables or similar illustrations may be used, which are used to:

- Explain and support text.
- Break a large text area in an essay to smaller parts.

## Illustrations Must Have

- Title/Appropriate headline.
- Source indication just below the illustration.
- Illustrations do not count in the assignment's total number of characters.

## Referencing

- The trainee can use any method of academic referencing preferred (e.g., APA, Harvard system, MLA) by the condition that reference is made correctly and consistently throughout the essay.
- The trainee's essay must contain a bibliography; a list of all the sources used in the essay.
- The literature chosen must primarily be from the course's teaching plan.

For all citing:

- When citing, use quotation marks and be aware that a quote can never stand alone, but must substantiate its own text.
- When citing, phrase the passage in italics.
- All quotes must be followed by author name, year, and page number. The source cited must always appear in the bibliography.
- Please be aware of the rules in force regarding plagiarism, see from page 13.

## Submission

- As PDF

## Guidance

Guidance through classes will be available. It is the trainee's responsibility to actively interact with other trainees and the teacher team to develop the trainee's own understandings of own case material and adjust this before the essay writing.

## Assessment Foundation for the Exam

The self-written case and the essay are assessed as one grade according to the Danish 7-point grading scale.

## Re-Exam

Danish Shipping Academy offers the trainee to take up to maximum 3 test trials in total, if a trainee falls sick before a test trial or do not pass an exam/re-exam. There is a re-exam fee of 2,000 DKK combined with each re-exam trial, and this is paid by the trainee's DSE-participating company unless the DSE-participating company and the trainee agrees not to participate in a new test trial.

Re-exams will have the same exam form as 1st test trial unless other information is given by the teacher team and Danish Shipping Academy. The trainee must expect the content to differ between the different test trials.

If a trainee does not pass by the end of the 3rd test trail, the grade given will be registered by the relevant course. The trainee will not be able to participate in the Final Interdisciplinary Exam (FIE) and will not be offered a diploma with all grades, but a participant certificate by the end of Danish Shipping Education at Graduation Day. Please visit page 11 for more information about re-exams.

## Appendix 7

### Exam Description

#### Final Interdisciplinary Exam (FIE-exam)

##### Examination and Assessment

##### Exam Language

Both the written assignment and the oral examination are conducted in English.

##### Exam Form

Final Interdisciplinary Exam (FIE) consists of a written assignment and an oral examination both conducted in groups of 3-5 trainees. It is not possible to conduct the Final Interdisciplinary Exam (FIE) individually neither in groups with less than 3 trainees nor in groups with more than 5 trainees. The group-written assignment is used as an external exam at the end of Danish Shipping Education.

Final Interdisciplinary Exam (FIE) is the final exam during Danish Shipping Education. The word 'interdisciplinary' is understood as at least 2 out of 3 of the largest courses are combined in the exam. Maritime Law, Maritime Economics and Ship Design are the 3 largest courses with the most ECTS Points and counts as the courses the groups shall combine. It is optional, but recommended by Danish Shipping Academy, for the groups to incorporate perspectives from the remaining courses with less ECTS Points (Energy & Green Transition, Geopolitics & Maritime Transport and Connecting Shipping Relations) to enhance the interdisciplinary aspect of the assignment. However, the focus shall be mainly on perspectives representing the courses chosen among Maritime Law, Maritime Economics and Ship Design. The assignment is evaluated after how well the presented interdisciplinary perspectives are.

The purpose of the assignment and the oral examination is to qualify trainees to identify, reflect on and analyse an interdisciplinary, practice-oriented issue/challenge and to indicate solutions and options for action by applying theories, strategies, and methods. The assignment is based upon an issue/challenge the groups choose from either own job functions, a company or the maritime industry in general.

It is permitted to use all kinds of aids according to the rules in force. Please pay close attention to the rules in force regarding cheating and plagiarism, see pages 11-13.

The assignment and the oral examination must together illustrate a professional issue/challenge and that the education's goals for learning objectives have been achieved. See "Danish Shipping Academy's Goals for Learning Objectives" from page 7 + 47 in Education Description 2025 and from page 52 in Full Exam Guide 2025.

## Exam Process

The exam process is set off with a Final Interdisciplinary Exam (FIE) process called FIE kick-off hosted by Danish Shipping Academy and the writing process is scheduled before module 5.

Dates and deadlines for Final Interdisciplinary Exam (FIE) process are determined by Danish Shipping Academy and announced in the exam overview of exam dates. Dates and deadlines from supervisors related to guidance for each group are settled between supervisor and groups once they are connected.

The Final Interdisciplinary Exam (FIE) process contains several important deadlines that each trainee and group are required to keep themselves updated on:

- All trainees are introduced to the Final Interdisciplinary Exam (FIE) process at FIE kick-off hosted by Danish Shipping Academy.
- Groups of 3-5 trainees register as a group and thereby for the exam via Danish Shipping Academy.
- Groups are assigned a supervisor(s) by Danish Shipping Academy.
- Groups have 8 weeks to write the assignment before submission. Please be aware that for group exams the individual trainee cannot be allocated more time as the trainee is a part of a group with other trainees where time and effort can be distributed among the group members. See from page 8 regarding the rules in force.
- The assignment is submitted on a settled date given by Danish Shipping Academy to both supervisor(s) and Danish Shipping Academy.
- Groups are assigned an external censor by Danish Shipping Academy.
- Group exams are conducted oral exams during module 5 according to a planned exam overview given by Danish Shipping Academy.

## Foundation for the Exam

The foundation for the exam is both teaching and literature from the courses Maritime Law, Maritime Economics and Ship Design, as well as obtained learning objectives from traineeship in companies.

A prerequisite for taking the Final Interdisciplinary Exam (FIE) is that each trainee has passed all other exams in each of the 6 courses Danish Shipping Education consists of.

## Danish Shipping Academy's Goals for Learning Objectives

With the assignment and at the oral examination, the individual trainee and the trainees

together as a group must demonstrate that they have achieved the learning objectives of Danish Shipping Education. Danish Shipping Academy's Goals for Learning Objectives for Danish Shipping Education are also mentioned in Education Description 2025.

## **Knowledge**

### ***The trainees***

- Must have knowledge about practice and application of methodology and theory in relation to the courses offered through teaching sessions at Danish Shipping Academy. The trainee must relate the relevance of courses and their content to their occupational fields when working in a trainee position at a shipping related company.
- Must be able to understand practice and the centrally utilised theories and methods, as well as how to apply them when working in the maritime industry within the shipping related companies where the trainees are employed.
- Must have knowledge of the key stakeholders in the maritime industry, their occupational roles and how they operate and are connected.
- Must have knowledge of the key concepts and terminology relating to their occupational roles within the maritime industry which they use in their daily work practices.
- Must be able to understand the basic commercial, operational and regulatory frameworks in the shipping industry.
- Must have knowledge of the fundamental legislation within the maritime industry and its relationship to international trade, the shipping industry and their occupational roles.

## **Skills**

### ***The trainees***

- Must be able to apply and combine central methods and tools relating to the maritime industry during daily work as a trainee and be able to utilise these in working processes in practice.
- Must be able to assess practice-based issues and adjust working procedures and processes based on this assessment within daily work scenarios.
- Must be able to communicate practice-based issues and potential solutions to internal and external colleagues, clients and collaborative partners.
- Must be able to identify issues and challenges in daily work tasks and apply concept, principles and procedures in order to resolve these issues.

- Must outline and examine emerging trends and technologies in interdisciplinary subjects and apply them in daily work tasks and identify potential opportunities with the company.

## Competences

### *The trainees*

- Must be able to participate in developmental working processes and/or interdisciplinary working processes in the company.
- Must be able to manage, plan and take responsibility for daily work tasks while doing so in collaboration with colleagues and with a professional approach.
- Must be able to attain new knowledge, skills, and competences relating to the maritime industry in structured contexts.
- Must take responsibility for learning at one's own place of employment and utilise theory from Danish Shipping Education's teaching sessions in practical work solutions and utilise the opportunity to have constructive dialogue with their mentor.
- Must be able to present and identify different options and different points of view when handling work tasks.

## Guidance in the Exam Process

Trainees are offered guidance in connection with the exam process according to the following guidelines:

- Danish Shipping Academy offers FIE kick-off as joint guidance to all trainees as an introduction of the exam process. FIE kick-off will guide trainees of the exam process from start to oral examination and the trainees will have the chance to ask questions. Participation in FIE kick-off is mandatory.
- Danish Shipping Academy will in collaboration with the supervisors allocate a supervisor to each group. The group cannot expect to be allocated the 1st or 2nd priority of supervisor.
- Each group is allocated a maximum of 4 sessions of 45 minutes with guidance from an allocated supervisor(s). The FIE kick-off does not count as a part of the 4 guidance sessions of 45 minutes.
- Out of the 4 sessions of 45 minutes guidance with an allocated supervisor(s), 1 session of 45 minutes can be requested with another supervisor within the 3 largest courses: Maritime Law, Maritime Economics or Ship Design. If the group wishes to request 1 session of 45 minutes with another supervisor, the group shall request this through the

allocated supervisor(s) and the allocated supervisor(s) will help the group to connect with the other supervisor.

- The groups are responsible for reaching out to their allocated supervisor and in collaboration with the supervisor plan dates for guidance. Trainees are responsible for expressing their need for guidance, responsible for developing their assignment in between the guidance sessions and prepare for each guidance session with their supervisor to progress the assignment.
- Guidance is not offered after submission of the assignment.

## Elaboration of the Exam Form

### Guidelines for the Assignment and Oral Examination

#### Assignment

The assignment is written in groups of 3-5 trainees and evaluated with external censorship.

The subject of the assignment is chosen by the group but must include the main academic subjects from at least 2 out of 3 of the largest courses: Maritime Law, Maritime Economics and Ship Design. It is optional, but recommended by Danish Shipping Academy, for the groups to incorporate perspectives from the remaining courses with less ECTS Points (Energy & Green Transition, Geopolitics & Maritime Transport and Connecting Shipping Relations) to enhance the interdisciplinary aspect of the assignment. However, the focus shall be mainly on perspectives representing the courses chosen among Maritime Law, Maritime Economics and Ship Design. The assignment is evaluated after how well the presented interdisciplinary perspectives are.

#### Content in the Assignment

The assignment must contain the following elements:

1. Introduction.
2. Problem statement and problem formulation (description of issue/challenge).
3. Reasoned theory, choice of empirical data and choice of method.
4. Empirical data from a job function/the company/companies' practice/maritime industry that can support an interdisciplinary, practice-oriented challenge.
5. Analysis, where points and arguments reflect encounters between theory and practice, and where these can be brought dynamically into play and include mutual perspectives.

6. Discussion based on the results in the analysis.
7. Conclusion, which preferably contains forward-looking elements for concrete action (perspectives).
8. Bibliography: a list of all the sources used in the assignment and empirical data etc.
9. Any appendix to a limited extent.

## Empirical Data

Empirical data is information acquired by the group. It can be interviews, a case description, a video, observations, articles, homepages, ESG reports, quantitative data e.g., numbers on fuel consumption, sales overview etc. It is data the group collects to examine and analyse in the assignment.

Before collecting empirical data, the group must be aware:

- To critically choose or collect empirical data related to shipping related companies, other companies or sources and only with permission with involved parties.
- To inform the company where the data comes from, that the Final Interdisciplinary Exam (FIE) is only read by examiner (supervisor(s)) and external censor, and stored by Danish Shipping Academy according to the rules in force regarding GDPR-rules, see pages 8-9.

## Length of Assignment

Depending on the size of each group, following number of pages shall be written:

- A group of 3 trainees must write 25 standard pages (25 x 2400 characters including spaces)
- A group of 4 trainees must write 30 standard pages (30 x 2400 characters including spaces)
- A group of 5 trainees must write 35 standard pages (35 x 2400 characters including spaces)

The abovementioned number of pages are all excluding front page, table of contents, bibliography and appendices.

- Line spacing of 1.5.
- Left margin must be 3.5 cm and the right margin 2 cm.
- A bibliography contains a list of all the sources in the assignment and empirical data.



## Front Page for the Assignment

The front page alone shall contain the following:

- All trainees' full names.
- "Final Interdisciplinary Exam (FIE)" and "Danish Shipping Education".
- Date, year and the name of the DSE-years the trainees participate in "DSE 20XX - 20XX".
- An illustration that illuminates the topic of the assignment.
- A title of the assignment.

## Mandatory Information for Pages in the Assignment

The assignment must on each page include:

- Page number placed at the bottom right of the page (excluding front page of the submission).
- All trainees' full names.
- "Final Interdisciplinary Exam (FIE)" and "Danish Shipping Education".
- Date, year and the name of the DSE-years the trainees participate in "DSE 20XX - 20XX".
- A title of the assignment.

## Headlines

Headlines shall:

- Be marked in bold.
- Accurately show what the section is about.
- Create an overview in the table of contents and throughout the assignment.
- Show how the assignment is structured.

## Fonts

- Times New Roman 12 pkt.

## Illustrations

Images, fact boxes, tables or similar illustrations may be used, which are used to:

- Explain and support text.
- Break a large text area in an assignment to smaller parts.

## Illustrations Must Have

- Numbering above or below the illustration.
- Title/Appropriate headline.
- Source indication just below the illustration.
- Illustrations do not count in the assignment's total number of characters.

## Referencing

- The trainees can use any method of academic referencing preferred (e.g., APA, Harvard system, MLA) by the condition that reference is made correctly and consistently throughout the assignment.
- The assignment must contain a bibliography; a list of all the sources used in the assignment and for empirical data.

For all citing:

- When citing, use quotation marks and be aware that a quote can never stand alone, but must substantiate its own text.
- When citing, phrase the passage in italics.
- All quotes must be followed by author name, year, and page number. The source cited must always appear in the bibliography.
- The assignment must contain a bibliography; a list of all the sources used in the assignment.
- Please be aware of the rules in force regarding plagiarism, see page 13.

## Author of Each Section in the Assignment

Additional requirements for the written assignment are in accordance with the rules in force in

Executive Order BEK nr. 863 af 14/06/2022 Chapter 1, §2 (Bekendtgørelse om eksamener og prøver ved professions- og erhvervsrettede videregående uddannelser via retsinformation.dk), that the basis for the assessment is the individual performance. This means that only the individual performance can be made the subject of the individual assessment. Therefore, only the trainee's individual prepared parts of the assignment can be assessed as part of the grade the individual trainee will receive in combination with the presentation at the oral examination.

This means that the group-produced assignment must include a clear marking of which group member has prepared the assignment area. The parts of the assignment that the individual trainee has prepared form the basis for assessing the overall performance of both the assignment and the oral presentation. After heading in each section in the assignment, a trainee's name shall be clearly marked in bold and in parentheses. This is to make sure all trainees have taken equally part in writing the assignment, and therefore all trainees in the group must be assigned with equal parts of the assignment.

The table of contents must contain the same allocation of trainee names as mentioned above.

## Submission

- As PDF

## Oral Examination

### Purpose of the Oral Examination

The purpose of the oral examination is to clarify to which extent the individual trainee can demonstrate the learning objectives for the integrated courses together with Danish Shipping Academy's Goals for the Learning Objectives based on the submitted assignment.

The oral examination is a group examination with external censorship.

### Length of Oral Examination

The oral examination includes presentations, dialogue-based examination, evaluation and grade giving. The examination follows as a dialogue after each of the trainees has presented different perspectives of the assignment. Trainees must therefore expect unprepared inputs and questions from the examiner (supervisor(s)) and external censor. It is the examiners' (supervisor(s) and external censor's) responsibility to keep track of time and facilitate the dialogue and to ensure that each trainee is allocated time to do a presentation at the oral examination.

The oral examination includes the assignment's perspectives and the trainees' learning.

Overall, the oral examination is divided into three parts as follows:

		Group of 3 trainees	Group of 4 trainees	Group of 5 trainees
<b>1</b>	Presentation by individuals in the group all together at the same time. All members must present equal parts of this presentation.	10 minutes	12 minutes	15 minutes
<b>2</b>	Dialogue-based examination with supervisor (examiner) and external censor.	25 minutes	30 minutes	35 minutes
<b>3</b>	Evaluation by supervisor (examiner) and external censor. During the evaluation the group leaves the examination room and await to be called in again to receive feedback and grading.	5 minutes	5 minutes	5 minutes
<b>Total time</b>		<b>40 minutes</b>	<b>Approx. 50 minutes</b>	<b>60 minutes</b>

The times in the table are approximates.

## Preparation for the Oral Examination

The oral examination shall be prepared according to the following guidelines:

- Preparation for the oral examination consists of writing the assignment and being able to explain and argument for the coherence of the content.
- The oral examination will start with each trainee's presentation, and therefore no extra preparation time will be included in the oral examination. These presentations are not meant for repeating the results of the assignment, but for bringing in perspectives and reflections after the submission has taken place.
- The oral examination can be considered as an oral defence of the assignment, and this requires that:
  - o Each trainee is confident with all parts of the assignment even though the assignment is divided into parts with author names throughout the different sections.
  - o Each trainee must be prepared to argument for the choices made in creating the assignment's content. Each trainee can be asked questions.
  - o Each trainee is able to reflect and discuss different angles on the assignment and not just conclude the same results written in the assignment.
- In the exam room the trainee can bring printed paper e.g., an agenda, a printed PowerPoint etc.

## Assessment Foundation for the Exam

Both the assignment and the oral exam in Final Interdisciplinary Exam (FIE) are assessed as one grade according to the Danish 7-point grading scale given each trainee. Each trainee will receive one individual grade for performance in both the assignment and at the oral examination and will be informed of the grade given after the oral examination. The assignment equals 2/3 of the total grade and the oral examination 1/3 of the total grade.

Both the assignment and the oral examination are evaluated with external censorship.

## Re-Exam

Danish Shipping Academy offers a group to take up to maximum 1 extra test trial if the group does not pass 1st test trial in Final Interdisciplinary Exam (FIE). If only 1 or 2 trainees fails, the trainees must individually write 15 standard pages (15 x 2400 characters including spaces) as they are not enough participants to create a new FIE-group of 3-5 trainees. If between 3-5 trainees from the same group do not pass, they are considered as a FIE-group and must write the same number of pages as with the 1st test trial.

For the 1-2 trainees from same group not passing 1st test trial, the remaining requirements for the assignment setup are the same as for 1st test trial except for the reduced number of pages for 2nd test trial. However, each trainee will not be given 8 weeks to write a new assignment and a new process with deadlines will be planned for the trainee(s) by Danish Shipping Academy in collaboration with the supervisor(s). Guidance for 2nd test trial cannot be expected by individuals nor a new FIE-group. There is only 1 retry regardless of a group or 1 trainee or 2 trainees signing up for a re-exam.

There is a re-exam fee of 15,000 DKK combined with the re-exam in Final Interdisciplinary Exam (FIE). The re-exam fee is paid by the DSE-participating company unless the DSE-participating company and the trainee(s) agree(s) not to participate in a new test trial.

If a trainee does not pass by the end of the 2nd test trial, the grade given at the prior exam trial will be registered at the Final Interdisciplinary Exam (FIE). The trainee will not be offered a diploma with all grades, but a participant certificate by the end of Danish Shipping Education at Graduation Day. See page 11 for more information about re-exams.



**DanishShipping**  
**Academy**

[danishshipping.dk](http://danishshipping.dk)  
[dse@danishshipping.dk](mailto:dse@danishshipping.dk)