

# **United Kingdom Biology Competitions**

## **British Biology Olympiad 2026**

### **Instructions for Teachers**

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## A Quick reference guide

### Before your students take part

- Log into the competition website and check your school details.
- Create student accounts for the exam.
- Allocate extra time to students entitled to this in public exams such as GCSE and A Level.

### When your students take part

- Distribute accounts to students.
- Activate paper on the Invigilation page.
- Invigilate students under the same conditions as examinations such as GCSE and A Level.
- Invigilation must be in person on your school premises; no online supervision is allowed.
- Deactivate paper(s) once all students have completed – this prevents students from opening a paper without supervision.

### After the competition is over

- Check student details for certificates.
- View student results and download e-certificates.

## B Teacher guidelines

The British Biology Olympiad must be treated with the same care and respect as a public examination such as GCSE or A Level.

- Students aged 18 or younger, who are in pre-university education are eligible.
- The British Biology Olympiad 2026 comprises two 45-minute papers. They may be sat on separate occasions or back-to-back.
- Both papers must be completed within the published competition window.
- Students will require scrap paper, a pen/pencil and something capable of basic calculations.
- Students will require a device with continuous internet connection.
- A laptop is recommended. Mobile devices and tablets are compatible but not advised.
- Teachers must NOT log in and view the question papers.

## C Teacher Dashboard

After login, teachers can update school details, manage competitions and view default student passwords.



## Teacher Dashboard

- Dashboard
- Update Details
- Manage Competitions
- Invigilation
- Payments
- UKBC Home
- Logout

### Welcome

Welcome to the UKBC exam portal. From here, you are able to manage all UKBC exams.

If you have any questions, please don't hesitate to [contact us](#).

### Default Student Password

All of your students have the default password **darwin**

### Test Image

The student question portal loads images via the same method as the magnolia below.

If you cannot see the picture, please check with your IT department as it is likely this is due to the school's filter settings.



## D Creating student accounts

To create student accounts:

- Click Manage Competitions in the main menu to see the list of available competitions.

| Competitions                       |            |            |               |   |
|------------------------------------|------------|------------|---------------|---|
| Competition                        | Start      | End        | Places Bought |   |
| British Biology Olympiad 2026      | 19/01/2026 | 28/12/2025 | 0             | <a href="#">ENROL</a>                             |
| Intermediate Biology Olympiad 2025 | 05/06/2025 | 12/06/2025 | Unlimited     | <a href="#">VIEW STUDENT ACCOUNTS AND RESULTS</a> |

- Click on ENROL to add a competition to your account. If payment is required, this will be done via STRIPE, using a credit or debit card.
- A receipt will be generated for your records and can be seen by clicking on Payments in the main menu.
- Once you have added a competition to your account, select VIEW STUDENT ACCOUNTS AND RESULTS next to the competition name.

### British Biology Olympiad 2026

#### Rubric

#### Students

[CREATE STUDENTS](#)[DOWNLOAD ACCOUNT INFORMATION](#)

Students will be prompted to complete their details when they first sign in. Pre-filing student details is optional.

- Click CREATE STUDENTS.

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**British Biology Olympiad 2026**

**Rubric**

**Students**

[CREATE STUDENTS](#) [DOWNLOAD ACCOUNT INFORMATION](#)

Students will be prompted to complete their details when they first sign in. Pre-filling student details is optional.

**Add students**

Please select the number of students to enrol in this exam.  
You can enrol up to 999 more students.

Students: 5

[ADD STUDENTS](#) [CANCEL](#)

- Type how many student accounts you require and click ADD STUDENTS. It is advisable to only add as many as you need, you can always add more later.
- Each student account will be allocated a unique username. They each have the same default password, to be found on your dashboard and Invigilation page.
- It is strongly recommended not to share these login details in advance.
- Students will enter their personal details when they first log in. It is possible for teachers to do this in advance but this is not required.
- If you click on DOWNLOAD ACCOUNT INFORMATION, this will generate a file with details of all student accounts for this competition.

## E Amending student details and resetting passwords

Teachers can amend a student's details and reset the password by clicking on the edit button on the right:

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**Rubric**

**Students**

[CREATE STUDENTS](#) [DOWNLOAD ACCOUNT INFORMATION](#)

Students will be prompted to complete their details when they first sign in. Pre-filling student details is optional.

| Username | Name | Year Group | SEN extra time (min) |  |
|----------|------|------------|----------------------|--|
| OVB075   |      |            | 0                    |  SEN EXTRA TIME |
| OVB074   |      |            | 0                    |  SEN EXTRA TIME |
| OVB073   |      |            | 0                    |  SEN EXTRA TIME |
| OVB072   |      |            | 0                    |  SEN EXTRA TIME |
| OVB071   |      |            | 0                    |  SEN EXTRA TIME |

The student record will appear:

OYM282

**OYM282**

**RESET USER PASSWORD**

Name  
Another Student

Year Group  
Year Group A

BACK CANCEL **SAVE**

- Teachers can also add extra time for students who are entitled to this in public examinations such as GCSE and A Level.
- Click on SEN EXTRA TIME and add the number of minutes for a 45-minute paper.

Allocate SEN extra time

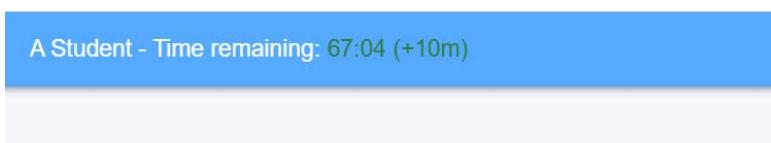
Extra time will be added before the student starts the paper. Reason is fixed as Special needs (SEN).

Extra time (minutes)

CANCEL **SAVE**

For example, if a student is entitled to 25% extra time, you would add 12 minutes.

The additional time will be included in the timer visible to the students when sitting the paper:



## F Invigilating the competition

- On the Invigilation page, you can activate available papers and view students sitting the papers. Papers can only be activated during the competition dates.

To start invigilation,

1. Click on ACTIVATE PAPER under the paper you want students to access. We strongly recommend that you only do this when students are about to take part.
2. Students will now be able to open the paper when they log into the competition website. (They may need to refresh the page.)
3. The system will automatically time the paper for each student and lock them out when the allotted time expires.

- You can see how long each student has spent on the paper on the Invigilation page.

- If you have forgotten to add extra time to a student that is entitled to it, you can do so even after they have started the paper by clicking on the button in the Actions column.
- Make sure that when students sit Paper 1, they **DO NOT** sit Paper 2 until they have completed Paper 1. Otherwise, the timer will run for both at the same time. It is best to avoid Activating Paper 2 until students need access to it.

**Active Papers**

The default password for your students is **virus**

| <input type="checkbox"/>            | Username | Name    | Paper     | Started    | Deadline | Finished | Time spent | Extra Time Reason | Reopened | Auto-Submitted | Actions  |
|-------------------------------------|----------|---------|-----------|------------|----------|----------|------------|-------------------|----------|----------------|--|
| <input checked="" type="checkbox"/> | OVB075   | Student | New Paper | 26/12/2025 | 20:34:36 |          | 4s         | Special needs     | No       |                | <b>ALLOCATE EXTRA TIME</b><br><b>END PAPER</b> |

- Once your students have finished sitting a paper, you must DE-ACTIVATE it.
- There are buttons to end papers next to each student account and at the top of the page. You can use these to lock papers if there is an interruption.

## G Adding extra time due to interruptions

- If a student is entitled to extra time for similar online multiple choice public exams such as GCSE and A Level, this can be added in advance.
- If there is an interruption, such as a fire alarm, you can click on REOPEN PAPER for the relevant student.

**Active Papers**

The default password for your students is **darwin**

**Info** Data refreshes automatically every 10 seconds. You can also refresh the page for up-to-date data.

| <input type="checkbox"/>            | Username | Name      | Paper                                 | Started    | Deadline | Finished | Time spent | Extra Time Reason | Reopened   | Auto-Submitted | Actions             |
|-------------------------------------|----------|-----------|---------------------------------------|------------|----------|----------|------------|-------------------|------------|----------------|---------------------|
| <input type="checkbox"/>            | OYM194   | A Student | British Biology Olympiad 2025 Paper 2 | 05/02/2025 | -        | 18:00:37 | -          | SEN               | 04/01/2026 | No             | <b>REOPEN PAPER</b> |
| <input checked="" type="checkbox"/> | OYM173   | A Student | British Biology Olympiad 2025 Paper 2 | 05/02/2025 | 14:53:29 | 14:53:48 | 45:18      |                   |            | No             | <b>REOPEN PAPER</b> |
| <input checked="" type="checkbox"/> | OYM195   | A Student | British Biology Olympiad 2025 Paper 2 | 05/02/2025 | 14:54:32 | 14:53:32 | 43:59      |                   |            | No             | <b>REOPEN PAPER</b> |

- You will be asked to indicate the reason for this and add the number of minutes.
- You can select more than one student using the buttons on the left of their usernames and clicking on BULK ACTIONS.

## H Results

Results and e-certificates will be available after the organisers have verified them once the competition is over. This is usually within a week.

## Instructions you can share with students.

Logging in for the first time

Your teacher will give you:

- a username
- a default password

When you log in for the first time, you must:

- Enter your personal details (including year group)
- Choose a new password

 This is important

The default password is shared with other students at your school. You must choose and remember a new password, as you will need it to log in again if you are taking Paper 2 at another time. Your teacher can reset this for you if necessary.

Starting the paper

Once your teacher has activated the paper:

- Click Sit Paper 1
- The paper will open and the timer will start
- **DO NOT** click on Sit Paper 2 as the timer will start for both papers at the same time

At the top of the screen, you will see:

- Your name
- The time remaining for the paper

Answering questions

- Questions are shown one at a time
- You can move to the next question using the button at the bottom of the page or select any question using the menu on the left
- Your answers are saved automatically as you work

If you want to come back to a question later:

- Click FLAG
- A flag symbol will appear next to that question in the menu
- You can remove the flag at any time

Time and submission

- The timer counts down continuously
- When you reach the final question, you will see the option to Submit Paper
- You must confirm that your answers are final before submitting

 If time runs out

The system will automatically submit your paper.

You will not lose answers if the time expires.

Once the paper is submitted, you cannot return to it.

Follow your teacher's instructions regarding Paper 2.

Important reminders

- You will need scrap paper, pen or pencil and a basic calculator
- Make sure you know your new password for the second paper