

Final Exams

- Exam types
- Proctoring options
- Final tips

Course Design

- *YuJa* content delivery
- *Zoom* active sessions
- Canvas tools & tips
- Physics labs & tutorials



Flash Workshop for Online Instruction

Primary Resources at <https://sites.uci.edu/teachanywhere/>

- DTEI is constantly updating their site with new content

Goals Today

- Talk through some of your options for final exams
- Demonstrate how to get started with some of these tools
- Answer questions to reduce confusion or anxiety

Big thanks to DTEI, OIT, and campus leadership!!

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Final Exam Options

1. Exam as Scheduled (timed and proctored, but now *online*)
 - Students complete a conventional test using Canvas and its built-in tools
2. Optional Exam
 - Consider grading your course based on work already completed
 - Offer students a letter grade and then allow them to *opt in* to a Final Exam, reducing administration and grading load
3. Take-Home Exam (untimed and open book)
 - Students download test questions from a Canvas Assignment and then upload their work as a .pdf, .doc, .nb, or other type of document

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Create Your Exam as a Canvas “Quiz”

1. Built-In Quiz Features
 - Canvas will automatically score numeric and multiple choice questions
 - “Formula questions” can be written and graded algorithmically
 - “Essay questions” allow open-ended, long answer entries
 - “File Upload” questions allow students to submit a .pdf or .jpg of extended work or drawings
2. Quiz Timing and Password control can automate access
3. Quiz Management Tips
 - Add detailed instructions to the top of your Canvas Quiz (perhaps incl. Formula Sheet), and send instructions to students beforehand
 - Reduce student anxiety by creating an untimed practice exam with identical formatting
 - Once published, the “Moderate Quiz” button can adjust individual timing for DSC accommodations

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Turn On Respondus Proctoring in Canvas

1. What is Respondus? An automated (AI) proctoring service
 - Respondus LockDown is a customized browser that prevents web access
 - Respondus Monitor requires a microphone and webcam to monitor and record student activity
 - Free to all students and already integrated into Canvas
2. Respondus includes lots of documentation
 - See introduction and tutorials in your Canvas course menu
3. Respondus Tips
 - Turn on proctoring *after* creating the Canvas Quiz
 - If you create a practice exam in Canvas, it’s easy to turn on Respondus as well so that students can test and experience the proctoring software
 - You may enable access to specific websites or files in *Advanced Settings*

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Begin here: <https://sites.uci.edu/teachanywhere/remote-exam-monitoring/>

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Consider Examity Proctoring in Small Courses

1. What is Examity? A live proctor logged in over the internet
 - Proctoring requires a microphone and webcam
 - Examity must be scheduled and it is subject to availability
 - Free to all students and integrated into Canvas (but turned off)

The campus license for using Examity has not been renewed.
Instructors who need Examity may contact DTEI

3. Examity Tips are the same
 - Allows student upload of work at end of exam (supporting .jpg, .pdf)
 - Turn on proctoring *after* creating the Canvas Quiz, and turn it on in a practice quiz for students to experience

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Final Tips About Online Exams

1. Contact students early with instructions and requirements
 - Be online in a quiet working space
 - Have a webcam, microphone, and ID for proctoring
 - Expect to receive questions and submit answers within Canvas
2. **DTEI advising how to accommodate needs for hardware, quiet space, or internet access**
3. Be online and accessible during any online exam to deal with questions or emergencies
4. Students may be unable to contact you with questions during the exam, so triple-check all wording
5. Large courses should consider Gradescope for grading students' extended answers like formulae and drawings. (Access Gradescope in your Canvas navigation menu.)

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YuJa Content Delivery

1. YuJa is capture software for recording lectures
 - Records instructor's screen, microphone, webcam, etc.
 - "Live" mode streams lecture directly to servers
 - Automated captioning and archiving of recordings on local servers
 - One-click student access in Canvas
 - UCI YuJa accounts accessible at <https://uci.yuja.com/>
2. YuJa tools include editing, adding video (like demonstrations), and adding in-lecture questions
 - Download YuJa recordings for full-featured editing
3. Download YuJa data to give students credit for watching a lecture or answering embedded questions

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Begin here: <https://yuja.replay.uci.edu/getting-started/>

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Zoom Active Sessions

1. Webconferencing software for bidirectional conversation
 - Audio, video, and text chat among 300+ users
 - Sessions can be recorded, and recordings may be transferred into YuJa to automate captioning, archiving, and student access
 - UCI Zoom accounts accessible at <https://uci.zoom.us>
2. Zoom breakout rooms allow discussion sections to be broken into small groups for problem solving
3. Successful Zoom management may require
 - Multiple instructors to monitor chat and breakout rooms
 - Regulation of student lurking; microphone, webcam, and tablet usage
 - Attention to bandwidth issues
4. Download Zoom data to give students credit for attending a session or watching a Zoom recording

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Canvas Tools & Tips

1. Effective online courses need lots of extra communication
 - Provide explicit expectations for students in online courses
 - Provide explicit navigation instructions – where to go, where to click
 - Provide frequent announcements and updates
 - Schedule synchronous and asynchronous discussions to avoid student isolation
2. Many Canvas tools help make online courses work effectively
 - Announcements: archive of course communications
 - Discussions: asynchronous Q&A and community-building
 - Conferences: alternate webconferencing feature similar to Zoom or Google Hangouts

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Current Status of Physics Labs

1. Undergraduate committee developed case-by-case plans with lab and tutorial instructors
 - 7LC and 7LD tutorials now run in Zoom breakout rooms with TA and LA support (and training)
 - P52 and P106W have temporarily transitioned to online versions
 - Online versions of P3LB, P3LC, and P121W are in development, with every effort to accommodate graduating seniors

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