Flash Workshop for Online Instruction

Winter Exams

- Exam types
- Proctoring options
- Final tips

Spring Courses

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

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
- 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

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1. Scheduled Exam (online, timed and proctored)
   - 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"

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1. Built-In Quiz Features
   - Canvas will automatically score numeric and multiple choice questions
   - "Formula questions" can be written and graded algorithmically
   - Quiz may include (typed) long-answer descriptions
   - "File Upload" questions allow students to submit a .pdf or .jpg of extended work or drawings
2. Quiz Timing and Password control and automate access
3. Quiz Management Tips
   - Add detailed instructions to the Canvas Quiz and send those instructions to students beforehand
   - Reduce student anxiety by creating an untimed practice exam with similar formatting
   - Check and double-check the wording of problems with a colleague!!

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Turn On Respondus Proctoring in Canvas

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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

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Consider Examity Proctoring in Small Courses

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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)

2. The Examity proctor will
   - Check student identity and environment
   - Enters the exam password and logs student into test
   - Provide continuous monitoring until the exam is submitted
   - Assists student upload of work at end of exam (supporting .jpg, .pdf)

3. Documentation is still in progress; watch Amanda Holton's tutorial at: https://www.youtube.com/watch?v=wAh9S-fEQ_A

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Last Tips About Online Exams

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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. Work with OIT/DTEI to accommodate needs for hardware, quiet space, or internet access
3. Plan to 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. Very large courses should consider Gradescope templates for grading students' extended answers. (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

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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Zoom Active Sessions

1. Webconferencing software for bidirectional conversation
   - Audio, video, and text chat among 300+ users
   - Sessions can be recorded
   - Recordings may be transferred into YuJa to automate captioning, archiving, and student access

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 the course
   - Provide explicit navigation
   - 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: provide frequent communication
   - Discussions: asynchronous Q&A and community-building
   - Conferences: alternate webconferencing like Zoom or Google Hangouts

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Current Planning for Spring Physics Labs

1. Undergraduate committee is developing case-by-case plans with lab and tutorial instructors

   - 7LC and 7LD tutorials may run in Zoom breakout rooms with TA and LA support (and training)

   - P52C and P106W will temporarily transition to online versions

   - Status of P121W is uncertain

   - P3LB and P3LC are potentially being cancelled, with accommodations for graduating seniors

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