(These instructions <u>do not</u> apply to students taking exam early, deferred exam, with ASC, or students approved for special accommodations/exam format).

### **Instructions**:

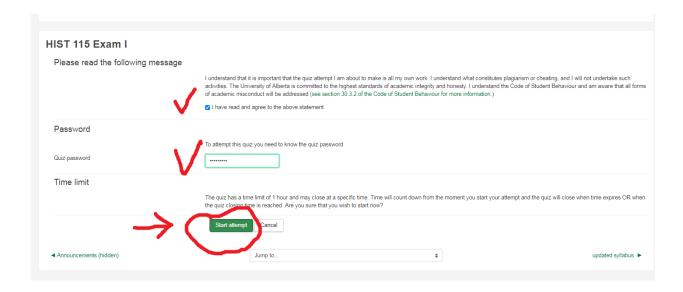
- 1. Listen <u>carefully</u> to Exam Review lecture posted on e-class, please email me if you have any questions
- 2. On the day/time of the exam go to **Exam 1 on e-class**
- 3. Accept Academic Honesty Statement
- 4. Enter exam password: 1851
- 5. Open exam in **FULL SCREEN** on your keyboard **hit F11 key**

Note you MUST open exam in <u>FULL SCREEN</u>, DO NOT try to minimize/exit full screen during exam, <u>DO NOT</u> attempt to take 'screenshots' or open any other applications/programs/windows on your computer during exam as this will <u>AUTOMATICALLY</u> be recognized by software as <u>cheating</u> and reported back to me as such. (Unlike 'exam lock' that blocks programs, windows, screenshots etc, this software will not block but monitor all your activities and report back to me). So, <u>make sure not to exit full screen by mistake</u>.

## **Step by step login instructions:**

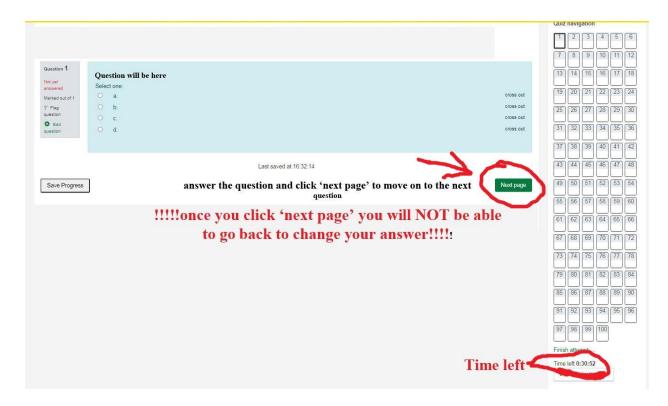
HIST 115 Exam I			
Please read the following mes	sage		
1	I understand that it is important that the quiz attempt I am about to ma activities. The University of Alberta is committed to the highest standa cademic misconduct will be addressed (see section 30.3.2 of the 6 I have read and agree to the above statement.	rds of academic integrity and honesty. I understand the	
Password	To attempt this quiz you need to know the quiz password		
Quiz password			
Time limit	The quiz has a time limit of 1 hour and may close at a specific time. To the quiz closing time is reached. Are you sure that you wish to start no		empt and the quiz will close when time expires OR when
	Start attempt Cancel		

Next:



# Open exam in <u>FULL</u> SCREEN hit F11 key

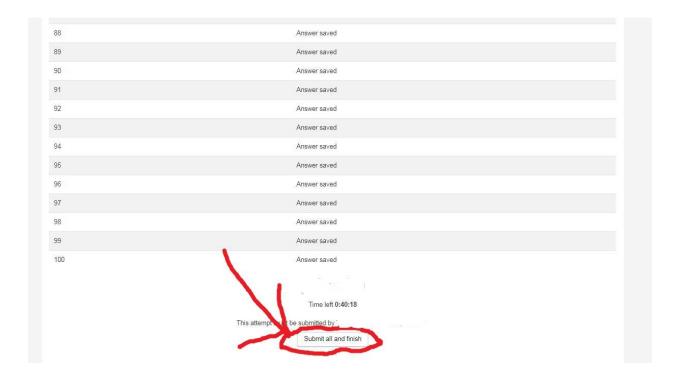
Next:



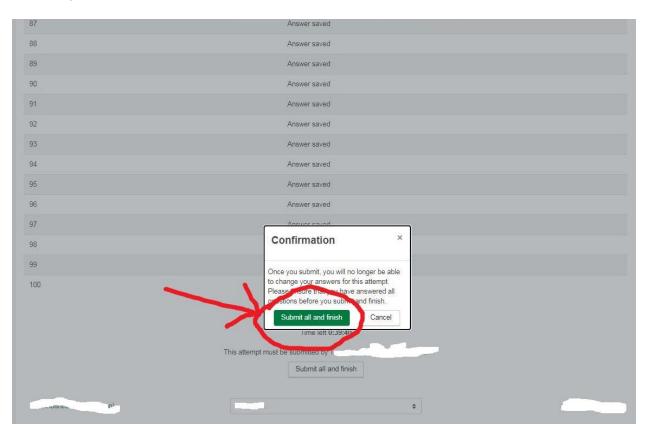
Answer all 100 questions then:

				7	8	9	10	11 12
Question 100				13	14	15	16	17 18
Not yet enswered Merked out of 1 Select one:			23/2004	19	20	21	22	23 24
P Flag question			cross out	25	26	27	28	29 30
C. Question			cross out	31	32	33	34	35 36
O d.			cross out	37	38	39	40	41 42
					44			47 48
	Last saved	at 6:43:26	. ~ \	43	44	45	46	41 40
Save Progress		•	Finish attempt	49	50	51	52	53 54
				55	56	57	58	59 60
■ Announcements (hidden)	Jump to	•	updated syllabus ▶	61	62	63	64	65 66
				67	68	69	70	71 72
				73	74	75	76	77 78
				79	80	81	82	83 84
				85	86	87	88	89 90
							$\Box$	
				91	92	93	94	95 96

Then:



## And finally:



### Collective answers to most common questions/concerns regarding multiple choice exams.

1. What to do if the e-class crashes during exam?

No student will receive an F due to total e-class software failure. After exam time is up, 2 options will be considered depending on when and for how long the e-class was out.

Option 1 Grades will be assigned based on the answers recorded before the software crashed

Option 2 New exam will be set up on a different day/time

- 2. What happens if I have a panic attack during exam or I am in mental distress? Relax, you will not get an F, see if you can overcome it, if not, send me email immediately after the exam (DO NOT wait) with short explanation what happened. Take care of your health, do what it takes to get better, once you are well, we will find a solution. Every case is different and will be evaluated separately.
- 3. What to do if I lose my internet connection, computer crashes, or power goes out during the exam? As soon as you can send me email, every case is different and will be evaluated separately.
- 4. What to do if I accidentally exit full screen or pop up window opens automatically during the exam? DO NOT stop the exam, DO NOT email me during the exam. Immediately go back to full screen/close pop up window. You DO NOT need to report this to me (I will see it automatically). If it was just for few seconds it is NOT a problem, when it happens multiple times or for long time that will be problematic and will be considered as cheating.
- 5. Can you give us more time on multiple choice exam? In short no, but I have tested this type of exam twice (in 100 –level class), and in both cases most students finished in 18 minutes, or under. Out of over 200 students that took this type of exam not a single student run out of time. Therefore, I am confident that 30 minutes is more than enough (questions are very short one line only). However, sometimes (depending on the speed of internet connection) there was a short delay in transition from one question to the next. Therefore, I am adding 5 minutes to the exam time to compensate for potential delays/glitches. Thus, the exam time in this class will be 35 minutes not 30.
- 6. Can I use my class notes during multiple choice exam?

  Certainly NOT, it is 'closed book' exam (please listen to the review lecture carefully).

Few small glitches were reported with the online exam in the other class, so I want to share this information with you as well:

1. Apparently sometimes the exam will not open in full screen automatically, if that is the case you can hit **F11 key** on your keyboard and this should take you to full screen.

- 2. In some cases the software would select the same question twice, if that happens just select the correct answer twice (you will receive points for both answers/questions even if they were identical).
- 3. At times question text would appear in blue and sometimes in black, this is another glitch with the system, it has no impact on the actual meaning of the question just color of the text.