The following instructions are to be followed in the online examination of COMP5111.

## **Attendance & ID Checking**

- Please check your Zoom session link at <a href="https://hkustconnect-">https://hkustconnect-</a>
  <a href="my.sharepoint.com/:x:/g/personal/sccheung">my.sharepoint.com/:x:/g/personal/sccheung</a> connect ust hk/EeJ6U3SWLj9Jhxwl1OUSJgQBbUkZJzBXh
  UEy18VONAR5hQ?e=JT2Gdk
- Students MUST join the correct ZOOM session as assigned by 8:15 (i.e., 15 minutes before examination starts for student ID card checking). The passcode of the Zoom session is "5111". Joining a wrong Zoom session will be penalized.
- Examinations will be divided into two sessions, each lasts for 50 minutes. Students MUST NOT leave their seats before they submit answers in each examination session. There will be breaks (about 10 minutes) between examination sessions. Students may use washroom during the breaks.
- Student will be assigned to breakout room one by one to check student ID before the exam starts and during the breaks. Do not leave the Zoom after the examination before student ID has been checked.
- Examination consists of multiple choices and short questions. Multiple choices can have more than one answer. Students need to pick all correct answers and no incorrect answers in order to get full score of a multiple choice question.

## **Device Configuration**

- Each student needs two different devices to attend the online examination. Make sure that both devices are fully charged before examination.
- Device A: a computer to log onto our course Canvas and take the examination. Students must not open any other programs on that computer, nor move the mouse away from Canvas at anytime. Students MUST remove all screen/monitor privacy protectors (e.g., anti-view protector) from device (a), which is running Canvas, so that TA can see that you are working on Canvas from the screen/monitor. Canvas must fully occupies the screen/monitor.
- Device B: join Zoom with video and speaker ALWAYS ON, and microphone ALWAYS MUTED. Set the device up in a proper place showing the workspace (desk surface), student's face and hands, computer screen/monitor as shown in the picture below. The computer screen showing Canvas should be visible but no need to be readable.



- Note that all activities on Canvas and Zoom will be recorded. The two devices A and B should be kept connected to Canvas and Zoom in full screen, respectively, during the whole examination (including breaks). No other electronic devices or programs (except Zoom and a browser visiting Canvas) are allowed to be used during the examination. You are not allowed to access soft copies of course notes or sites other than HKUST Canvas.

## **Communications during Examination**

- Students are NOT allowed to communicate with other students.
- Students are ONLY allowed to send messages to TA/raise hands through ZOOM when they have questions, Canvas Inbox MUST NOT be used.
- Students are strongly advised to turn on the speaker of their Zoom device. When suspicious behaviors are spotted during exam, TA will assign the student to a breakout room (student will receive notifications on the ZOOM) and make notification over the speaker.
- To reduce the risk of cheating, students must not wear headsets or ear phones during the examination.

## **Access Code**

- The passcode for the Zoom meeting is "5111". The access code for the mock examination is "comp5111". Access codes for the two examination sessions on Canvas will be released over Zoom at the beginning of each session at 8:30 and 9:30, respectively, unless otherwise announced during the examination.

Honor Code and Mock Examination

- A mock examination has been set up at Canvas. Students are welcome to try it out before May 23. Students need to complete the Honor Code before attempting examination.

Best wishes

Shing-Chi