# How are you going to assess your students online?

## Read this first!
Due to the Corona virus we are forced to think about different ways of assessing our students. In this document we provide an overview of the possibilities for online assessments.

First ask yourself this:
- Is it possible to easily turn your original assessment method into an unsupervised assessment? Then that could be the way to go!
- If this is not the case, you can create an online proctored exam.
- What is your grading capacity? Do you need to do it alone or not? This makes the column Time for grading more or less relevant.

### Constructive alignment:
Keep in mind that the chosen assessment method still needs to reach all your learning objectives. To help you with this, have a look at the Level of Bloom column below. Note that the methods below are dependent on the level of assessment.

<table>
<thead>
<tr>
<th>Assessment method</th>
<th>Description: Students...</th>
<th>Aimed level of Bloom</th>
<th>Tool</th>
<th>Grading time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graded discussions</td>
<td>formulate their own opinion on a given topic/question and engage in a discussion with peers by the use of arguments</td>
<td>Apply, analyse, evaluate</td>
<td>Canvas discussions</td>
<td>Low</td>
</tr>
<tr>
<td>Multiple choice exams</td>
<td>answer closed questions related to professional and theoretical knowledge</td>
<td>Remember, understand, apply</td>
<td>Remindo</td>
<td>Low</td>
</tr>
<tr>
<td>Open book exams</td>
<td>answer questions related to professional and theoretical knowledge with the use of sources</td>
<td>Understand, apply, analyze, evaluate</td>
<td>Remindo</td>
<td>Medium</td>
</tr>
<tr>
<td>Open ended questions</td>
<td>give a short/long reflection in response to a question (e.g. essay questions/cases)</td>
<td>Apply, analyse, evaluate</td>
<td>Canvas assignments</td>
<td>High</td>
</tr>
<tr>
<td>Oral exams</td>
<td>answer questions (open-ended, essay) on video, live or prerecorded</td>
<td>Apply, analyse, evaluate</td>
<td>Canvas conferences</td>
<td>High</td>
</tr>
<tr>
<td>Peer reviewed assignments</td>
<td>review products of their peers</td>
<td>Analyse, evaluate</td>
<td>Canvas assignments</td>
<td>Low</td>
</tr>
<tr>
<td>Portfolio</td>
<td>demonstrate competences on the basis of evidence</td>
<td>Analyse, evaluate, create</td>
<td>Canvas portfolio</td>
<td>High</td>
</tr>
<tr>
<td>Presentations</td>
<td>present online, live or via a prerecorded video</td>
<td>Apply, analyse</td>
<td>Canvas assignments</td>
<td>Medium</td>
</tr>
<tr>
<td>Reflection</td>
<td>reflect on own experiences in learning situations</td>
<td>Analyse, evaluate</td>
<td>Canvas assignments</td>
<td>Medium</td>
</tr>
<tr>
<td>Research assignment</td>
<td>bring together theoretical and practical knowledge in a research proposal</td>
<td>Apply, analyse, evaluate</td>
<td>Canvas assignments</td>
<td>High</td>
</tr>
<tr>
<td>Written assignments</td>
<td>create a written document according to set criteria</td>
<td>Apply, analyse, evaluate</td>
<td>Canvas assignments</td>
<td>High</td>
</tr>
<tr>
<td>(individual)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Written assignments</td>
<td>create a written document according to set criteria together with peers</td>
<td>Apply, analyse, evaluate</td>
<td>Canvas assignments</td>
<td>High</td>
</tr>
<tr>
<td>(group)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Fraud and security

### Online proctoring
Synchronous (live) online assessments can be prone to fraud, which is why the use of online proctoring is advised. Read more about the possibilities concerning online proctoring in the tools section.

### Turnitin - Canvas
Online assessments do not always need to be proctored. Assessment methods such as assignments, discussions, and reflections do not need proctoring. To check for fraud, use the Turnitin tool on Canvas. For help using Turnitin, please consult your faculty's webteam.

## Grading time
Think about your grading capacity. How much time do you have for grading exams and assignments? Do you have help of tutors or student assistants to grade? And if not, do you have options to get help with grading? Grading times that are high can be reduced when dividing work among others.

- Average grading times in minutes
  - High = 60 per student
  - Medium = 30 per student
  - Low = 15 per student

## Important:
Canvas quizzes is not a reliable tool to perform summative assessments, only use it for formative testing. For summative assessments, we advise you to use Remindo.
**Assessments on Canvas**

*Discussion forum* ✔
- Graded or formative
- Students can post text or media
- Create a rubric on Canvas, especially when using peer reviewed discussions

*Assignments* ✔
- Individual or groups
- Students can upload (media)files, text or website URLs
- Create a rubric on Canvas to grade assignments
- Don’t forget to turn on the plagiarism review!

*Peer review assignments* ✔
- Automatically or manually assigned
- Add criteria in a rubric

*Quizzes* ✔
- Only use as a practice quiz (formative assessment)
- Different types of questions possible

*ePortfolio* ✔
- Students can display uploaded assignments, quiz submissions, reflections and more
- Provides overview of educational experience of students

**Remindo**

Remindo is the online assessment system of the EUR. With Remindo you can create online exams with multiple question types such as multiple choice, open ended questions and mixed questions. When using Remindo, students are not automatically proctored. Do you want to create a digital exam with Remindo, please contact your faculty’s key-user to discuss the possibilities. Contact: [add contact details here](mailto:remindo@risbo.eur.nl).

**ProctorExam**

Online proctoring via ProctorExam, provides possibilities for remote examination. Currently, the availability of proctoring tools is limited. Please contact your LI team/Kris Stabel for more information. This information will be updated soon.

**Can we help you?**

**Learning & Innovation team**

The LI team from your own faculty can help you with all your didactic or technical questions!

[Contact: [add contact details here]](mailto:)

**Examination board**

[Add link to faculty examination board for exam related questions](mailto:)

**Community for Learning & Innovation (CLI)**

This overview is created by the CLI. The CLI will assist faculties as much as possible with the transition to online education.

Contact the educational consultants that are assigned to your faculty LI team or [cli@eur.nl](mailto:cli@eur.nl) for any requests for support or questions.

**Tools for oral exams**

Use online tools like Windows Teams, skype or a Canvas conference to assess students orally individually or in groups.

- [Add tool of use for your own faculty](mailto:)
- [Canvas Conference (BigBlueButton)](mailto:)
- Slide & screen sharing (real-time)
- Live chat
- Poll questions
- Break-out rooms
- Integrated in Canvas

**Microsoft Teams**

Many options for digital collaboration:

- Meetings
- Chatrooms

**Useful resources**

More information about assessment, including instructions on creating exam questions, assignments and rubrics, can be found [here](mailto:)

Want to know more about online education and digital tools? An overview of available guides, videos and manuals can be found [here](mailto:).