

# The 'Remote Assessment' decision tree

Changes in summative test administration are required

2020 -2021

## Make sure you have the following to hand:

- Learning objectives
- Test matrix
- EER 20-21 (appendix 6 - Examination programme)

## The EER 20-21 is the starting point

The EER 20-21 is expected to offer more opportunities for assessment in various circumstances. If changes are required, work out together what is needed for education, tests or re-sits.  
If it is necessary to change the EER, follow the procedure as described in the EER and the explanation that accompanies the decision tree.

## Assessment recommendation

### Explanation

The recommendations are listed from low impact to high

## Points for attention

### General

- **Do not take unnecessary risks.** Selecting tests can have a significant impact; the consequences of errors made during the test can be even greater.
- **Work together.** Involve experts when making changes to your tests (e.g. educationalists, technical and legal specialists)
- **Maintain high standards.** For each change that you make, ask yourself: Is the test still reliable, valid and transparent? Does it still test all learning objectives? Minimise the risk of fraud
- Inform students in a clear and timely manner of any decisions.
- Questions or other plans? Please contact us. We'd be happy to help

- Consult the School Board about accessing Avans's locations
- Not possible to access buildings or submit products? Continue from point D on the decision tree

- Pay attention to load capacity LMS - consult your eLCo if necessary.
- Test administered in a different way
- No change to the test type – no permission required

- Administer test via Teams and record test only if necessary (be sure to record the process / assessment with due care)
- Test administered in a different way
- No change to the test type – no permission required

- Current learning objectives remain the starting point
- Does the alternative comply with the description of the test types in the EER (appendix 6 - examination programme)?
  - Yes: No changes to the EER required
  - No: Changes to the EER required

- When combining tests, try to test more efficiently (lecturer's workload)
- All learning objectives must be demonstrably tested
- Changes to the EER required

- Tip: Offer the first test as a remote formative test (This gives students an indication of their progress)
- Do not award ECTS credits for this formative test (no result in Osiris)
- Changes to the EER required

- Avoid delay: the lecturer and student workload will become too much at a later date.
- Delay is risky (Test administration is not guaranteed): Assume that Avans's buildings and external locations will remain subject to reduced availability for tests in 20-21
- No change to the test type – no permission required

- Respect the NVE (the network of chairpersons of examination boards) guidelines for 20-21
- Work together. Involve the examination board as soon as possible
- Work transparently. Discuss this option with the relevant lecturers, educationalists and the School Board.
- Online proctoring is currently not an option for Avans.

- Least desired option: impact for student and study programme is high (workload next year, risk of delays in study progress)
- Test cancelled for the 20-21 academic year, no ECTS credits will be awarded in 2021
- In the 21-22 academic year, students will have two opportunities to pass the test
- Changes to the EER required

A. Can the **current test** be administered remotely (e.g. pieces of art, installations, pitches, presentations, assessments, presentation and defence of the dissertation)?

Y

B. Is it a physical product?

No

C. Is real-time interaction

No

D. Is it possible to use an **alternative test type** to assess the current learning objectives (e.g. oral test, group work, individual test or additional assignments)?

No

E. Is it possible to **combine** tests to create a larger test that you can administer at a later date?

No

F. Will the skills associated with this learning objective be tested at a **higher level** at a **later stage** in the study programme?

No

G. Can the test be administered at a **later date** in this academic year?

No

H. Can you **prevent** the test from being **carried over** to next year (online, while maintaining quality)?

No

1. Regulated system for submitting and collecting the product at Avans

Y

2. Upload recording in LMS

No

3. Administer test remotely

Y

4. Change test type

Y

5. Combine tests

Y

6. Accumulate tests

Y

7. Postpone test

Ye

8. Consider online tests without proctoring

Y

9. Don't administer the test in this academic year

No

## For more information

Remote assessments([Toetsen\\_op\\_afstand@avans.onmicrosoft.com](mailto:Toetsen_op_afstand@avans.onmicrosoft.com))  
(Ideas, decision tree and explanatory notes)

Digital Assessment Taskforce, Centre for Learning and Innovation (LIC)  
([Taskforcedigitaaltoetsen.LIC@avans.nl](mailto:Taskforcedigitaaltoetsen.LIC@avans.nl))