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| Summative online assessments at Avans | |
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| Date 19 June 2020  The ‘Remote Assessments’ project group  Els Roskam – Pelgrim, Ruth de Vijlder, Floor van der Boon, Eky Fioole, Ad van Zundert | |

Adapting the assessments for the 2019-2020 academic year to the COVID-19 guidelines was no easy task. After looking into all the possibilities and giving this some creative thought, we are now in the process of bringing the current academic year to a close. We hope that the [decision tree](https://www.bijavans.nl/paginas/toetsen-op-afstand) and the [instructions](https://www.bijavans.nl/paginas/toetsen-op-afstand), the guidelines provided by the [NVE](https://www.bijavans.nl/paginas/toetsen-op-afstand) (the network of chairpersons of examination boards) and the information provided by the Crisis Team in regard of online assessments and online proctoring were useful to you in this process. Of course, we also understand that the amount of information available with regard to online pedagogics and assessment procedures may seem overwhelming.

# Academic year 2020 - 2021

As it stands today, we assume that assessments will continue to take place digitally in the 2020-2021 academic year. Because this is necessary – and because we want it this way.

We have realised that many people are confused about what happens with summative assessments. What is allowed, and what should be avoided?

# Guidelines for online summative assessments at Avans

* If you want to make changes to your assessment procedure, call on your assessment experts (and assessment programme experts) for help and be inspired by the most recent version of the [decision tree](https://www.bijavans.nl/paginas/toetsen-op-afstand) and the instructions in relation to this.
* Remindo Test
  + When you are thinking about the written tests ‘formerly’ taken by students on campus (of a fixed length and at fixed times), think about the Remindo Test.
  + Students are permitted to take a Remindo Test at home. Think carefully about how you want to approach this from a pedagogic perspective – with a view to minimising the possibility of fraud, for example. You should always ask for the examination board’s consent.
  + If you do not have any experience with Remindo Tests, we recommend taking a short training course to familiarise yourself with this procedure. Please contact your assessment coordinator about this.
  + All documentation and instructions with regard to Remindo Tests will be available via a Team Environment as from 22 June.
  + Online proctoring will be available, albeit in a limited form, during the 2020-2021 academic year. Formative pilots are being developed, which will be expanded depending on the results. Please contact the Remindo project leader if you are interested in this.
* LMS (Blackboard or Brightspace)
  + Have you made any changes to your assessment procedure and have any of your students handed in an assignment (e.g. a document or a video, or a link to these)? If so, you can use the LMS.
  + However, its upload capacity is limited, so prevent bottlenecks with regard to this and observe the [guidelines](https://avans.sharepoint.com/sites/Toetsen_op_afstand/Shared%20Documents/General/Output%20projectgroep/aandachtspunten%20P4%20toetsen%20in%20Blackboard.pdf) that were drawn up for the LMS. If you are uncertain about anything, contact your eLCO.
  + Videos are too large to upload for submission. Always make use of MyMedia if you want students to upload videos.
  + If you want to use the plagiarism scan, you can only do so via the LMS.

# Questions and support

If you are in any doubt or if your test isn't quite compatible with Remindo or the LMS, let [us](mailto:Toetsen_op_afstand@avans.onmicrosoft.com) know!

If you have any technical questions about online assessments, don’t hesitate to get in touch with the assessment coordinator, the Remindo project leader, the ICTO coach or eLCO.

Certain changes can have a huge impact. Prevent problems and always involve your educationalist and the examination board if any changes are made to your assessment method or the way in which tests are given, whether online or on campus.

Of course, you can also contact the LIC: The ‘Remote Assessments’ project group ([Toetsen\_op\_afstand@avans.onmicrosoft.com](C:\\Users\\rmlmvijl\\AppData\\Local\\Microsoft\\Windows\\INetCache\\Content.Outlook\\866NLKBD\\Toetsen_op_afstand@avans.onmicrosoft.com)) will be happy to provide input about the possibilities of online assessments, the decision tree and the instructions. You can contact the Digital Assessments Task Force LIC ([Taskforcedigitaaltoetsen.LIC@avans.nl](mailto:Taskforcedigitaaltoetsen.LIC@avans.nl)) if this concerns Online proctoring, Remindo or other types of digital assessments.

# We depend on one another to ensure proper assessments!