Department of Physics Semester 2 Formal Assessment Guidance for Staff April/May 2021

• All assessments will be conducted online via Myplace using the Myplace quiz format.

• All assessments will be set such that they should be able to be completed within 2 hours.

• All assessments will be open for a 3-hour duration.

• The recommended time adjustments agreed with Disability Services will apply for students with additional support needs. This can be done on Myplace using the **user override** function for each student: https://support.myplace.strath.ac.uk/display/MS/Additional+Requirement+Adjustments *It should not be applied to the entire class*.

• An assessment section should be created on Myplace as soon as possible. This should contain the date and time of the assessment, contact details in the case of any problems during the exam (please let us know if you would like us to arrange a redirect from your office phone number to your home/mobile phone), copies of relevant equation sheets, and any other instructions for the students.

• The assessment should be formatted to clearly show the two sections: Section A (40%) and section B (60%), and to remind students that they should answer all questions in both sections. This can be done by adding a "Description" from the choice of question types available.

• Questions using random variables should be used where possible in order to comply with guidelines from the IoP.
  For Years 1, 2 and 3, all solutions should be entered as text, numerical answers or multiple choice answers.
   For Years 4 and 5, section A solutions should be entered as text, numerical answers or multiple choice answers. This is also the case for some section B questions, but depending on the nature of the course material, there will be some section B questions that may also require students to upload a scan or photo of their solutions and working.

• You should clearly communicate to the students the type of assessment questions, and details of what to expect in each assessment, before the assessment. Please try to ensure that they have an opportunity to see the type of question that they may expect

• Please create a separate Myplace link from the assessment for the students to upload any calculations **not already uploaded** as part of the assessment.

This link should close 30 minutes after the end of the assessment (time adjustments as agreed with Disability Services will apply) and upload period (i.e. 3.5 hours after the start of the assessment).

• If students are unable to access the Myplace assessment at the start of the allocated assessment period, they should contact you. Assuming they have internet connection, you should then e-mail them a copy of the assessment. Due to the use of randomised variables in questions, this may differ from the assessment provided on Myplace and so they must then provide answers as scans/photos of your working and NOT via Myplace. You may decide to give them a slightly extended deadline if appropriate.

• If a student's internet fails, and they are unable to enter their answers via Myplace, they should

send you a scan, or good quality photos, of your paper with all of their answers on it within 15 minutes of the closure of the assessment. If they are unable to send the material in this time frame, they should contact you on the number provided to let you know and to provide them with further instructions where appropriate.

Creating assessments on Myplace

Add resource "quiz"
Set up with date, duration, etc
Add questions
At top of page, click on "repaginate" and choose

Repaginate   ×

Repaginate with   Unlimited ⬍   questions per page   Go

When you **preview** the quiz you should see that all the questions are on the one page. This can then be printed to pdf. It can be helpful to make a few copies of this before the assessment that can be used in case of student internet connections (see below).

• A number of different question types is available, as shown in the list below. The Myplace help pages are quite helpful. Two in particular that may be of use are:

  Add a Quiz - https://support.myplace.strath.ac.uk/display/MS/Add+a+Quiz
  Quiz question types - https://support.myplace.strath.ac.uk/display/MS/Quiz+Question+Types

Question Type	Description	Moodle Documentation Link
True / False	Simplest question type, true false answers	More info
Multiple choice	Students select answers and can allow one or more correct answers	More info
Numerical	Numerical answer with acceptable 'range' and can also add in use of 'units'	More info
Short answer	Students type short answer and will receive marks depending on whether it matches the listed acceptable answers written by the tutor	More Info

Question Type	Description	Moodle Documentation Link
Calculated (simple)	Allows calculated questions which substitute random values into the question's equation Other versions: Calculated complex – more in depth control Calculated multiple choice	More info
Stack	Third party maths specific plug in Github link	More Info
Coderunner	Third party plug in that runs code in a variety of language to test if it was correct	More Info
Essay/text-based answers	The only question type not marked automatically. Long form answers	More Info
Drag and drop into text	Drag correct text answer(s) into a sentence Other versions: Drag and drop onto marker Drag onto image	More Info
Missing words	Sentences with drop down selection of words for missing word	More Info
Description	Not assessed, just a way to present extra information to students	This can be used to indicate Section A & B, for example.

• Several demonstration Myplace quizzes are available on the Physics Playground (password: "physicsisfun").

• A good place to start is Physics Playground/Videos/Demonstration quiz. Some examples of how STACK can be used are also shown below.

• There is an option to import/export an entire question bank. It's more likely that you will only want a few questions. To download individual questions click on the "edit" button of the question you want and choose "preview". In the window that opens, there will be a link to "Download this question in Moodle XML format". You can then import that question into your own question bank.

• There are STACK tutorials at
https://media.ed.ac.uk/channel/STACK%20Online%20Assessment/129464551