

Rules for an on-line/video BSc- or MSc exam

In order to minimize the risk of fraud, the programmes within the ET faculty have set out the following rules of an online/video BSc- or MSc-colloquium. This document was drafted by the examination boards of the ET programmes. These rules are in place to minimize (to a reasonable extend) the risk that the examined student receives illicit external support during his/her exam. These rules might change in the future.

Rules:

1. A reliable internet connection and video conferencing software Blue Jeans shall be employed, not only to ensure a “smooth” on-line/video session, but also to minimize the risk that a student has a chance to commit fraud, during a breakdown of the connection or software. For a stable connection one might want to refrain from using VPN.
2. During the on-line/video exam/colloquium, the student shall reside by him/herself (so alone) in a closed room. Which can be checked/verified by having the student’s camera “look around”. During the exam, the student and the entrance door to the room shall be in view of the camera.
3. Typically, a colloquium consists of several elements/parts:
 - a. Presentation of the work of the student, by the student: The student shall present his/her work digitally. The student shall be in view of camera during the presentation, in order to minimize the risk of fraud. In addition, viewing the student also body language can be assessed as this plays a role in a presentation.
 - b. Q&A by the general public to the student, after the presentation: Logistically this part is hard to convert into an on-line/video session, and is therefore omitted from the on-line/video colloquium. This implies, that the whole BS/MSc exam is a closed session. Instead of this Q&A, members of the BS/MSc examination committee are requested to formulate a few “general questions” during the following part.
 - c. Oral exam (if common for the program): As this is a closed examination (student + members of the BS/MSc committee), this part can take place in the same manner as described above
 - d. Grading of the student, in absence of the student: The student shall leave the on-line/video session, such that the members of the BS/MSc examination committee can grade/assess the student. Normally, the assessment form is signed by all members of the BS/MSc examination committee. In this case, only the Chairman of the BS/MSc examination committee signs the assessment form.
 - e. Feedback to the student: The student is reconnected to the video-session, such that feedback can be provided to the student.
 - f. Handing out the diploma: If the student passes, usually the diploma is handed out directly, and is diploma is signed by the student in presence of the Chairman of the BS/MSc examination committee. In view of the measures to mitigate the spreading of Corona, this part (handing out the diploma) is postponed to a later date for a more festive ceremony.

The student and the members of the BS/MSc examination committee can agree not to have the BS/MSc colloquium in an on-line/video session, but postpone the colloquium to a later date, at which the measures the mitigate spreading of Corona have been lifted.