

	Assessment recommendation	Points for attention
<p><b>Make sure you have the following to hand:</b></p> <ul style="list-style-type: none"> <li>• Learning objectives</li> <li>• Test matrix</li> <li>• Examination programme</li> </ul> <p><b>For more information</b> Remote assessments (<a href="mailto:Toetsen_op_afstand@avans.onmicrosoft.com">Toetsen_op_afstand@avans.onmicrosoft.com</a>) (Ideas, decision tree and explanatory notes) Taskforce Digital Assessments (<a href="mailto:Taskforcedigitaaltoetsen.LIC@avans.nl">Taskforcedigitaaltoetsen.LIC@avans.nl</a>) (Online proctoring, Remindo and other forms of digital assessment)</p>	<p><b>Explanation</b> The recommendations are listed from low impact to high impact</p> <p>1. Regulated system for submitting and collecting the product at Avans**</p> <p>2. Upload video recording to Blackboard</p> <p>3. Administer test remotely</p> <p>4. Change test type</p> <p>5. Combine tests</p> <p>6. Accumulate the tests</p> <p>7. Postpone test</p> <p>8. Consider administering test without proctoring</p> <p>See points for attention desired option</p> <p>9. Don't administer the test in this academic year</p>	<p><b>General</b></p> <ul style="list-style-type: none"> <li>• <b>Do not take unnecessary risks.</b> Making changes to tests can have a significant impact; the consequences of errors made during the test can be even greater.</li> <li>• <b>Work together.</b> Involve experts when making changes to your tests (e.g. educationalists, technical and legal specialists)</li> <li>• <b>Maintain high standards.</b> 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</li> <li>• Permission is required for many changes. See the explanatory notes that accompany this decision tree ('Decision-making regarding changes').</li> <li>• Inform students in a clear and timely manner of any changes.</li> <li>• Questions or other plans? Please contact us. We'd be happy to help you.</li> </ul> <ul style="list-style-type: none"> <li>• **Note: This might not be possible due to the accessibility of the buildings</li> <li>• Consult the crisis team about accessing Avans's locations</li> <li>• Not possible to access buildings or submit products? Continue decision making at point D</li> </ul> <ul style="list-style-type: none"> <li>• Test administered in a different way</li> <li>• No change to the test type – no permission required</li> </ul> <ul style="list-style-type: none"> <li>• Administer test via Teams and, if necessary, record it</li> <li>• Test administered in a different way</li> <li>• No change to the test type - no permission required</li> </ul> <ul style="list-style-type: none"> <li>• Current learning objectives remain the starting point</li> <li>• Permission required</li> </ul> <ul style="list-style-type: none"> <li>• When combining tests, try to test more efficiently (lecturer's workload)</li> <li>• All learning objectives must be demonstrably tested</li> </ul> <ul style="list-style-type: none"> <li>• Tip: Offer the first test as a remote formative test (This gives students an indication of their progress)</li> <li>• Do not award ECTS credits for this formative test (no result in Osiris)</li> </ul> <p><b>The following applies for recommendations 5 and 6:</b></p> <ul style="list-style-type: none"> <li>• The examination programme in Osiris remains unchanged.</li> <li>• Allocation of grades and ECTS credits will take place at a later date</li> <li>• Once the (summative) test has been completed, the same result is entered in Osiris for both tests</li> <li>• Permission required</li> </ul> <ul style="list-style-type: none"> <li>• Do not assume that Avans's locations or external locations are accessible again in the current academic year (See the explanatory notes that accompany this decision tree)</li> <li>• We are hopeful that exceptions can be made, but there is a great deal of uncertainty at the moment. The crisis team is in charge.</li> <li>• No change to the test type – no permission required</li> </ul> <ul style="list-style-type: none"> <li>• Respect the Network of Chairs of Examination Boards' (NVE) statement</li> <li>• Work together. Involve the Examination Board in an early stage</li> <li>• Be transparent. Check this option with specialist teachers, educators and management</li> <li>• At this moment, online proctoring is not an option for Avans (GDPR, technical, reliability). In the 2019/2020 academic year it won't be available for summative tests</li> <li>• Request permission</li> </ul> <ul style="list-style-type: none"> <li>• Avoid postponing tests until the new academic year to the greatest extent possible because this would increase the work and study load and will probably cause unwanted delays.</li> <li>• Test cancelled for the 2019/2020 academic year, no ECTS credits will be assigned in the 2019/2020 academic year</li> <li>• In the 2020/2021 academic year, students will have two opportunities to pass the test</li> <li>• Request permission</li> </ul> <p><b>Future</b></p> <ul style="list-style-type: none"> <li>• Evaluate your assessment programme. What lessons have you learnt from this period?</li> <li>• What changes are permanent? What changes are temporary?</li> <li>• Investigate opportunities for programmatic testing</li> </ul>