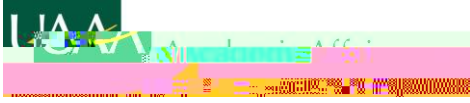


3211 Providence Drive



Approaches to Quizzes, Examinations, and Other Assessments: Quizzes, examinations, and other assessments can be delivered in a range of ways. They may be delivered in class, given via Blackboard, given at the UAA Testing Center (Anchorage, for distance-delivered classes only), administered through Disability Support Services (DSS, Anchorage), at a designated community campus location, or even proctored remotely using software like (but not limited to) RPNOW. With the exception of accessibility practices pertaining to students receiving academic accommodations via DSS, no particular approach is required or mandated: select the option that best meets your program requirements, instructional needs, and the needs of your learners. If you would like to review or revise your approach to quizzes or examinations, consider the [strategies and resources](#) website or reach out to an Instructional Designer at uaa_design@alaska.edu for more individualized consultation.

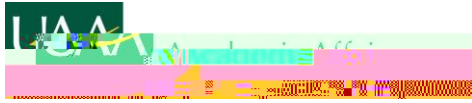
R Q W K H

In-Person Proctored Examinations: The [UAA Testing Center](#), located in the Consortium Library in Anchorage (LIB 214), is available for students to take proctored exams, whether on the FRPSXWHURU³SDS or other community campus locations, too. Proctoring in the UAA Testing Center and other community campus locations is available at no charge to the student for courses taught at any UAA, UAF, or UAS campus. Students are charged for proctoring of non-UA courses. Students needing to [sign up for a time at the Anchorage location should do so in advance through this link](#). Sign up approaches may vary at community campus locations.

Remotely Proctored Examinations: Remote proctoring is possible, but not mandated. This approach can be challenging for students; such systems can increase academic anxiety and there can be substantial challenges associated with having the required technology, too. If remote proctoring is essential to your course, provide your students with a clear picture of the testing experience for your course by familiarizing them with the system you will use and ensuring that they know about the technology tools they will need. Faculty Development and Instructional [Resources webpage](#) may be useful in helping you set up quizzes and examinations, prepare for remote proctoring, and think about the low-stakes quizzes or practice tests you should offer to help students become comfortable with the proctoring system, allowing them to feel at ease when their performance on a test really counts.

Communicating Assessment Approaches to Students: In terms of system and technology requirements, be sure you understand and outline the specific details and system requirements in your syllabus, enabling students to arrange for the technology they need to perform well in your course. Unfortunately, Chromebooks, an affordable and popular tool used by many students, are not compatible with RPNOW, the remote proctoring platform supported through Faculty Development and Instructional Support. If you opt to give quizzes or exams using RPNOW, but have students who do not have an RPNOW-capable setup (Windows or Mac, recent OS, camera, quiet room free of distractions, etc.), please direct them to the Consortium Library. The Consortium Library has RPNOW-designated laptops available for check out, as well as quiet areas and study rooms that may be used for testing. Additional information on technology checkout for students is available on the [&RQVRUWLXP /LE](#). No matter the assessment method or proctoring approach you select, expectations regarding all requirements for quizzes and exams should be addressed in a clear and complete manner in the syllabus.

Last Day of Class/Final Examinations: All classes that have scheduled meeting days/times, except for some hybrid courses, must meet on the designated last day during final exam week in order that UAA classes can fulfill contact time requirements of our Credit Hour policy. The spring



3211 Providence Drive
Anchorage, AK 99508-4614
T 907.786.1050, F 907.786.1426

[final exam week schedule](#) is available on the course website. Please review the date, time, and expectations of the last day of class as part of your overall course schedule. If you are not using the designated time for a final examination, please plan to use that time for