



MISSISSIPPI STATE UNIVERSITY™ ONLINE

Academic Integrity

Methods to Maintain Academic Integrity without Proctoring

Time the Exam

- Exams given online should always be timed, and the time should reflect the expected difficulty of the exam. To decide an appropriate exam time, you can consider the following:
 - multiple choice question should be answered within 60 seconds / 1 min
 - short answer question should be answered in 120 seconds / 2 minutes
 - essay question should be answered in 10 – 15 minutes.

Using these numbers, you should be able to determine a rough estimate of the time it will take a student to complete the exam.

Canvas Note: If no time limit is set for an exam in Canvas, students are free to move in and out of the exam at will until the due date has passed. You should always set a time allowance for an exam in Canvas to avoid this.

Shuffle Questions and Answers

- Setting as many options to shuffle as possible will help prevent students from getting the “same” exam. While students may all receive the same questions, the questions (and their answers) will appear in a random order, making it difficult to cheat
- Shuffling questions requires sorting questions into question groups or item banks

Allow Only One Question at a Time

- Allowing only one question to be viewed at a time prevents students from comparing exams completely side-by-side.

Do Not Allow Students to Return to an Already Answered Question

- Preventing students from returning to an already answered question can, again, prevent them from comparing exams side-by-side

Limit Student Access to Correct Answers in Completed Exams

- When students have completed the exam, speaking with them one-on-one about the correct answers or limiting their access to those answers will prevent them from lifting your exam material.



Use Question Banks - The Larger, The Better

- Using question banks further randomizes a test, which means that students will be even more unlikely to get the “same” exam. While you maintain control of the questions asked, question banks randomize which of your preselected questions students will be able to answer.

Example: Canvas question banks will allow you to choose a number of questions about a specific topic, say ten questions about aardvarks. You can then tell Canvas that each student should only answer two of the ten given questions about aardvarks. Canvas will then randomize the two of ten questions about aardvarks each student gets. You can do this as many times as needed.

Respondus LockDown Browser

- The Respondus LockDown Browser software creates a custom browser that locks out other computer activity while a student is taking an examination within the software.

While in Respondus LockDown Browser, a student is unable to use the print or copy functions or access other applications or websites on the computer from which the LockDown Browser software is being utilized. Tests that are created to be used with Respondus LockDown Browser cannot be accessed using other standard browsers, such as Internet Explorer, Firefox, and Google Chrome.

Find out more by following this link:

<https://www.ctl.msstate.edu/technologies/respondusbrowser/>

Further Considerations

- These measures are most effective when implemented together. The more measures you take at once, the more protected your information will be.
- When working online, the largest issue with academic integrity is students giving other students access to material they shouldn't have; limiting student access to that material is a large component of combating academic dishonesty, and that is done almost completely by limiting access to an exam's correct answers.
- Creating new exam questions and building large questions banks is one of the best and most effective methods for maintaining exam integrity, both online and face-to-face .

Still need help?

Please call Mississippi State Center for Distance Education 662.325.3473 or email help@online.msstate.edu.