

Directive on examinations for the summer session of the 2020-2021 academic year

Approved by the USI Management Board on 22.03.2021

Note: this document is translated into English for reference purposes only. For all legal issues the original Italian text shall be referred to.

Context

Due to the uncertainty caused by the new Coronavirus pandemic, USI has closed online teaching activities for the fall semester 2020 and decided to carry out the fall exam session online. The Spring semester has started entirely online, and it is not yet sure if and how it will be possible to return to conduct educational activities in presence. For these reasons, it is deemed appropriate to decide that the standard exams method for the 2021 Summer session will be online.

General principles

1. USI guides its decisions by the following four principles:
 - a. Protect the safety of our academic community.
 - b. Search for solutions that give continuity to the institution, contributing to the preservation of the social fabric.
 - c. Ensure the academic programme even in such a difficult and volatile environment.
 - d. Adhere to the decisions of the competent public authorities.
2. These decisions are taken with the aim of protecting the best possible interests of the students and to avoid them being harmed by the current situation.

Decisions regarding the 2021 summer exam session

3. 2021 summer exam session
 - a. The 2021 summer exam session is guaranteed, students will be able to take all the exams corresponding to the courses offered during the spring semester 2020-2021.
 - b. The session starts on 7 June and ends on 10 July 2021. The Faculties will decide how to organise the exams during this period, in order to ensure a better service to the students.
 - c. The arrangements for the final critiques of the design studio, semester and diploma at the Academy of Architecture will be communicated separately and in due course by the faculty.

Results and attempts

d. For all other examinations, the general provisions stated in the Faculty Regulations shall apply.

4. General form of exams

a. All the 2021 summer session exams will be generally held online.

b. The students will sign an ad-hoc document, in which they commit to take the exams with honesty and without resorting to any illicit means; allowing the possibility of *proctoring*, where applied.

c. The lecturers follow the directions contained in a specific document prepared by the Pro-Rector for Education and Students' Experience. The eLab service will assist in the technical implementation of the exams together with the IT services.

5. Examination methods

a. The examination methods are: delivery, oral and quiz.

b. If necessary or appropriate, the lecturer(s) of the courses given in the winter semester will change the mode of examination to ensure the highest possible quality:

- in terms of the ability to verify the actual student learning and to reduce the risk of copying or access to illicit tools or aids;
- bearing in mind the complexity of the situation.

c. In particular, they may change:

- The examination method (for example: from oral to written or vice versa; from written to delivery).

d. Below are the permitted methods:

- Exam with online delivery: delivery of an essay or project:

1. with the possibility to capture the moment at the start and end of the test;
2. with the possibility to integrate Turnitin plagiarism checker;
3. with the possibility of an open book exam

- Oral exam, in videoconference (via Skype or MS Teams), in the presence of an assistant.

- Quiz exam:

1. with the possibility to

- a. randomise the order of questions and possible answers;
- b. access a larger database of questions, a subset of which is randomly assigned to the student;

2. upon request to

- a. include also open questions;
- b. verify higher level knowledge (understanding, ability to apply principles to specific cases, analysis, summary, evaluation).

e. The cases of students with recognised specific learning difficulties will be assessed on a case-by-case basis, taking into account new technical methods and the possibilities they allow.

f. In the previous exam session, USI verified the possibility of successfully conducting remote proctoring during online written exams. In the case of proctoring:

- MsTeams or Zoom may be used for monitoring purposes, in case screen sharing is required;
- for some exams, it will be possible to experiment with the Morphcast tool, with the consent of the Pro-Rector for Education and Students' experience.
- The sessions shall not be recorded (audio/video).

- In the event that the person proctoring an exam observes improper behaviour, after an initial warning he/she may suspend the exam, and arrange for a replacement oral exam to be conducted.
- g. In-person exams will be considered an exception. They will be permitted
 - if health care provisions allow it
 - upon approval by the Dean and the Pro-Rector for Education and Students' Experience
 - only if an online session is provided for those who, for valid reasons, cannot be physically present on campus.
- 6. Communication of examination methods

The examination methods of the courses of the spring session are confirmed and will be disclosed:

 - a. to students on the iCorsi platform through the lecturer(s);
 - b. to the Faculties according to the arrangements they define;
 - c. to the eLab service by the individual Faculties.
- 7. Exemptions and grievances
 - a. Any exceptions to this Directive are the responsibility of the Pro-Rector for Education and Students' Experience, after consulting the relevant Faculty;
 - b. Jurisdiction over any grievances and appeals shall remain governed by the respective Regulations.
- 8. Final provision
 - a. This Directive replaces for the summer session 2021 any conflicting provisions contained elsewhere in other legal provisions.