



Best Practice for Quiz Integrity

This document will cover the suggested best practices to help increase the degree of academic integrity regarding quizzing/testing in Brightspace. There are three main components of increasing integrity that we will discuss. Using one or all of these practices in combination will reduce the potential of students committing academic integrity violations and increase the quality of course quizzing/testing. The topics we will be covering are Shuffling/Randomization, Quiz setup rules, and Quiz instructions.

Shuffling and Randomization

Offering a different exam to every student may sound like a daunting task, however Brightspace offers several tools that can be used to accomplish this very easily.

- When setting up questions (multiple choice, multi select, etc.) there is an option to shuffle question answers. Enabling this will result in the shuffling of answers for each student, greatly reducing the chances of students easily sharing answers. When opting to shuffle answers, take care not to use “all of the above” or “options 1&2” as possible answers.

Question Text *

This is a generic multiple choice test question.

Answers *

Option 1 ×

Option 2 ×

Option 3 ×

Option 4 ×

[Add Answer](#)

Randomize answer order

- “Shuffling at the quiz level” is an option that can be enabled on the Quiz creation page. This will shuffle all questions (or sections) on the quiz. Enabling this will give each student a different quiz as the order the questions appear will be different for each user.

Shuffle questions at the quiz level
Also shuffles sections at the quiz level. Does not cascade to sub-sections.

[Add/Edit Questions](#) [Edit Values](#)

- Using “Question Pools” when setting up quizzes. There is an option in the quiz setup “Add/Edit Questions” to add a Question Pool from the Question Library. If at all possible, invest the time in creating 50% more questions in the library than are required for the quiz. A Question Pool can be used to pull X amount of



questions from a larger section in the Library. Example: If the quiz requires 10 multiple choice questions and the instructor creates/adds 15 MC questions to the library, the Question Pool can draw 10 out of 15 questions at random. Visit our blog for more in-depth instructions on setting up Question Pools (<https://edtechtruro.edublogs.org/2018/06/28/how-to-randomize-quiz-questions/>).

Back to Settings for Generic Quiz #875

Generic Quiz #875

Question Pool Title *

Generic Questions from Generic Section

Number of Questions to Select * Points per Question *

3 from 6 1

Browse Question Library

Add Import

New Question >

Section

Question Pool

If all these options are implemented, it is conceivable that each student could receive different questions, in different orders, with different answer options/order. Depending on the class size, it would be nearly impossible for two students to receive the same exam.

Quiz Setup Rules, Instructions, and Academic Integrity Statement

Brightspace's Quiz settings offer several options that can help reduce academic integrity offences and using these features effectively will be key to setting students up for success.

- Quiz availability and time limits are located under the "Restrictions" tab in Quiz setup. Having a quiz available for a minimum of 12 hours is recommended in an online course to accommodate differing time zones and schedules of students. However, it is important to beware of providing too long of a range as well. If the quiz is available for 48+ hours for example, there is a higher chance that students who have completed the quiz early could discuss it with their peers and offer an unfair advantage.
- Enforced Time limits are also highly recommended. While difficult to estimate a fair time limit, aim to allow students just enough time to complete a quiz. It is recommended to give the students 1.5-2x as long to complete the quiz as it would take the instructor to complete it.
- Add instructions and/or description in the quiz set up. This is a great place to give clear instruction on what is expected of students during their quiz, and an opportunity to remind them on Dalhousie's policies on academic integrity. An example of a recommended instruction:

"The following quiz is comprised of 20 multiple choice questions; students will have **ONE** 30 minute attempt to complete the quiz. If you are disconnected from your quiz, please rejoin and continue as the timer will continue. If major issues arise please email YourName@dal.ca.

This is a **Closed Book** quiz, students are expected to work independently and submit their own work. The use of outside resources, such as Google or other online pages, textbooks, personal notes, etc. is



prohibited. Any violation of these rules will result in an academic integrity investigation, as outlined on the Academic Integrity page on Dal's website (https://www.dal.ca/dept/university_secretariat/academic-integrity.html).

Additional Suggestions

Diversity in Question Types

Having multiple question types and possible answers will help increase academic integrity between terms. Testing the same content in differing question types will help reduce the chance that students can share information with their peers across semesters, upload academic content to online forums, or take advantage of repeat questions. Whenever possible, avoid the reusing the same questions in consecutive semesters. Having a large question bank and switching up between semesters/years is the best method to reduce academic integrity violations. For example, a question about the colour of the sky could be asked in several ways to test the same content. For example:

1. The sky is blue.
 - a. True
 - b. False
2. What colour is the sky?
 - a. green
 - b. red
 - c. orange
 - d. blue
3. Which colours could the sky be in the evening? Select all that apply.
 - a. blue
 - b. black
 - c. red
 - d. yellow
 - e. green

If questions were set up in this manner, a question pool could also be used to take 1/3 from the above examples to further increase randomization of each student's test.

It is also beneficial to opt for short written answer questions. While tempting to take advantage of question types that can be automatically graded, opting for written response questions will engage the students to provide qualitative, in-depth answers, and again reduce the risk of integrity violation.

Other quiz rules

Number of questions per page and preventing moving backwards.

These options are available under the main tab of quiz setup. Instructors can set how many questions they to be on each page of the quiz, and if they want students to be able to move backwards through the questions once



submitted. These settings are only recommended if early questions could affect future questions. Many students prefer reviewing their quiz before submitting, and choosing to prevent moving backwards would disable that.

Numbers of attempts students are given to do the quiz.

By default this is 1. Depending on the weight/importance of the quiz this should remain 1. Providing multiple attempts allows the students to learn what is on the quiz and react to it before a second attempt. If multiple layers of shuffling are used, multiple attempts could be used. This option is recommended for lower weight quizzes. It could be beneficial for a student to have two attempts, for example to do the first one “blind” and then study/review for their final attempt.

Respondus LockDown Browser

Respondus LockDown Browser is a third-party application that integrates seamlessly with Brightspace to add an additional layer of integrity to student examination. The program simply “locks down” the device the student is using, removing their ability to copy, print, access other applications, or visit websites during their exam period. The program also disables screensharing, screen recording, launching applications, and the use of other common programs that may be used by students to gain an advantage on an exam.

Visit our Respondus LockDown Browser blog post (<https://edtechtruro.edublogs.org/2021/03/09/what-is-respondus-lockdown-browser-and-when-should-it-be-used/>) for more information.