The exam has been scheduled at 19.00 on April 2 [yes, at 7pm]

Due to the emergency caused by Coronavirus, Ca’ Foscari has been forced to enact exceptional measures. In particular, the time of the exams has been rescheduled; moreover, the format of many exams will be different from what is described in the syllabus of the associated course. The exams will be proctored remotely using the Proctorio add-on from within the Moodle environment.

We are aware that an internet-based system for carrying out written exams may be subject to connection failures or other technical problems that may prevent the exam from taking place regularly. Should any of these severe problems occur, remedial measures will be considered following the rules and determinations of our university.

Exam structure:
The exam is based on a Moodle Quiz composed by 10 questions (multiple-choice or short answer) to be solved in 40 minutes. There will be two types of question:

a) five theoretical questions with an estimated answering time of 2 minutes each;

b) five practical questions where you are supposed to do calculations, with an estimated answering time of 6 minutes each.

On Friday 27 March at 3 pm, there will be a meeting dedicated to the presentation of the exam with all the details about the procedure. Google Meet Link: https://meet.google.com/jpc-wytg-nzc

Information on Proctorio software (!!!)
Detailed instructions for the use of the Proctorio software are available here (Italian) and here (English). Additional information is available here. It is required to use exclusively the Google Chrome browser, after having installed the extension Proctorio.com: this extension can be installed from within Chrome, opening its Extension Menu and searching the string “proctorio”; once found, install the extension. Try to make sure your room is equipped with bright light (possibly in front of you and not at the back); this will help the software to run the ID recognition and will speed the initial procedure.

On the day of the exam
The exam will be made available on Moodle exactly at 7 pm. The exam will available online for one hour; this means that, at 8 pm, the exam will be no longer available for students.

If you experience serious problems in getting the quiz started, you can write a mail to tolotti@unive.it or to alessandro.marin@unive.it.
Procedure (common for all written exams proctored with Proctorio)

1. Each student must be online by the exact time communicated by the examiner. The student must use a desktop or laptop (no tablet, no mobile phone) with a working camera and a working microphone.

2. The Quiz will be available on the Moodle page of the course when the exam starts.

3. The student must access the Moodle page of the course and click on the video camera icon labelled “secure exam proctor”.

4. After accessing the “secure exam proctor”, the student is ready to start the Quiz and take the exam. Each student must begin the Quiz with no delay.

5. The student must keep the camera and the microphone switched on during the entire duration of the exam. The student cannot speak or leave the desk during the exam. In case of need, the student can contact the Proctorio technical support at any time via chat.

6. Proctorio will preliminarily test if the camera, the microphone and the internet connection work correctly. After this test, the software asks the student to show a photo ID (do NOT use your red student card!). If all checks are passed, the student is allowed to open the quiz and begin the exam.

7. The allotted time starts elapsing only when the student opens the proper Moodle quiz. The student will see on screen how much time remains to the end of the exam.

8. If an internet failure occurs, the student is invited to try to reconnect and continue the exam.

9. When the time expires and the exam closes, if a student has not confirmed the submission in time, Moodle will save the latest state of the quiz.

10. After having finished the exam, the student has 10 more minutes to upload on Moodle, in the dedicated folder, the scratch paper of the exam (max two pages). It can be a PDF or a jpg file.

Material you must have with you at the exam:

- ID card (passport, ID national card);
- Max four A4 black sheets already prepared with FAMILY NAME, NAME, MATRICULATION, DATE OF BIRTH (DD/MM/YYYY) and SIGNATURE;
- A pocket calculator;
- A pen (possibly, a “wide tip pen”).

Material and communication systems forbidden:

- Books, notes (both in paper or digital edition), written sheets or any kind of electronic file or spreadsheet.
- Slides or any kind of material uploaded on Moodle.
- Written or blank spreadsheets used to make calculations during the exam.
- Chatting systems or any other communication system with peers or other persons.
How to use scratch paper during the exam

Each student must upload in the dedicated folder at least one A4 paper (and at most two A4 papers) with the calculations done to answer the five practical questions. If the student does not report any calculation for the practical question, the instructor can invalidate the correct answer to such question. The instructor will use the scratch papers also to check the seriousness of eventual errors in solving the problems. Finally, scratch papers can be used also to communicate any doubt or comments related to the questions/answers. Apart from paper, there will be no way to communicate with me or the TA during the exam.

The student must:

- before the exam session. Write FAMILY NAME, NAME, MATRICULATION, DATE OF BIRTH (DD,MM,YYYY) and SIGNATURE upon each A4 paper used as scratch paper (max 4 sheets allowed);
- during the exam session. Report on the scratch paper the main calculations used to answer the practical questions. Report any doubt or comment related to the questions (e.g.: “I think there is an error in the text because ...” or “I didn’t understand the meaning of ...”). An example of scratch paper I expect is as follows:

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Tolotti Marco, mat. 123456, 18/03/1978, Marco Tolotti

Question n. 1:
[If practical question] Main calculations needed.
Since 2+3=5, then 5-3=2. The answer is 2.
[Optional comment] I don’t understand what is the meaning of the notation “+”

Question n. 2:
[If practical question] Main calculations needed.
[Optional comment] I don’t understand the meaning of BOM in the text of the question.

...```