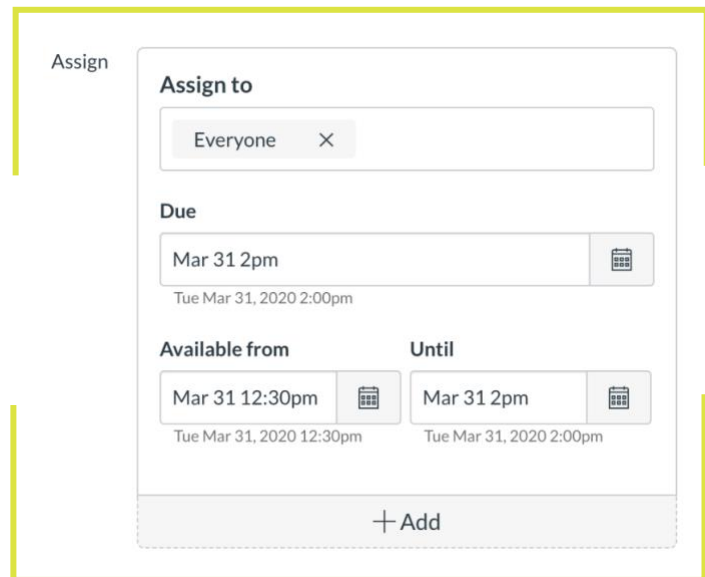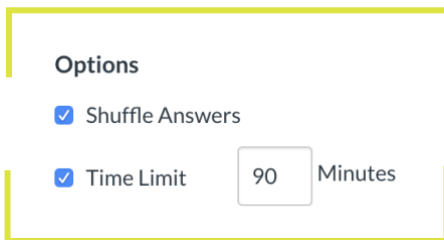# ACADEMIC INTEGRITY FOR ONLINE INSTRUCTION

The following guide will provide you with an overview of tools and strategies for optimizing academic integrity within your online course.

► Canvas Quiz Settings

Canvas offers a number of options for enhancing the security of your exam. You can restrict the time and date of your exam. For example, in this case the exam window is scheduled from 12:30 to 2:00 (90 minutes) on March 31st. Note that the "Due" date matches the "Until" date.

Options

☑ Shuffle Answers

☑ Time Limit   90   Minutes

NOTE

Within "Options" you can select "Shuffle Answers". This randomizes how your answers will be listed in your multiple choice questions. **Note**: Do not select "Shuffle Answers" if you have "All of the above", "A C &C", or similar answer types.

Assign

Assign to

Everyone   ✕

Due

Mar 31 2pm   📅

Tue Mar 31, 2020 2:00pm

Available from   **Until**

Mar 31 12:30pm   📅   Mar 31 2pm   📅

Tue Mar 31, 2020 12:30pm   Tue Mar 31, 2020 2:00pm

＋Add

► Canvas Quiz Question Options

Canvas offers a number of options for enhancing the security of your exam. You can restrict the time and date of your exam. For example, in this case the exam window is scheduled from 12:30 to 2:00 (90 minutes) on March 31st. Note that the "Due" date matches the "Until" date.
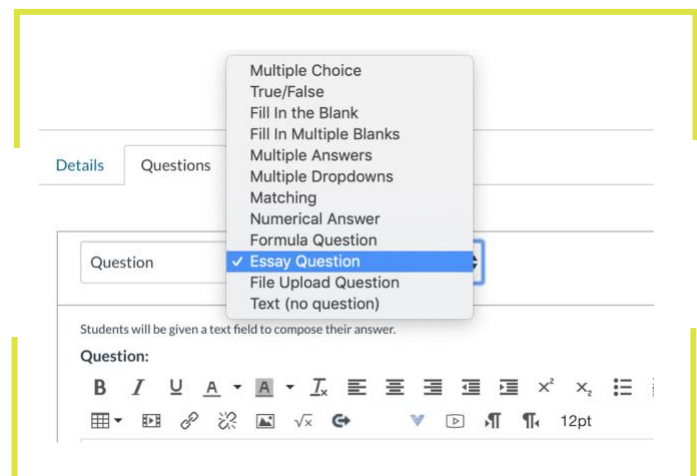
Details   Questions

Multiple Choice
True/False
Fill In the Blank
Fill In Multiple Blanks
Multiple Answers
Multiple Dropdowns
Matching
Numerical Answer
Formula Question
✓ Essay Question
File Upload Question
Text (no question)

Question

Students will be given a text field to compose their answer.

Question:

B I U A A Iₓ ≡ ≡ ≡ ≡ ≡ x² x₂ ☰
⊞ ▣ 🔗 ✂ 🖼 √x ↦   ▾ ▶ ¶ ¶ 12pt

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For questions, email facultysupport@usf.edu.
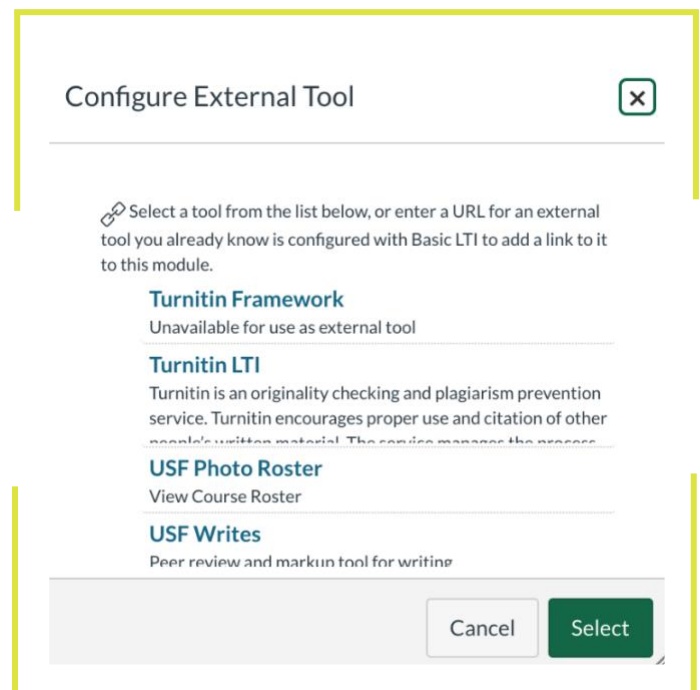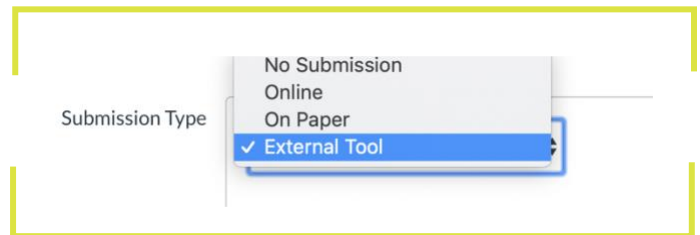
// 1

Canvas Question Banks

Question banks allow you to create a set of questions that can be randomly loaded into the exam. The advantage of using question banks is that each student will be presented with a randomized set of questions. Question banks can be shared across your any of your Canvas courses. First, you will setup your question bank. Then, once you setup the bank and load it with questions you will link your question bank to a quiz. *Note*: *Ignore the "Choose a Quiz Engine" step.*

TurnItIn Plagiarism Detection for Papers

Instead of a Canvas quiz you might also consider assigning your students a paper. TurnItIn is tool for that checks papers for plagiarism. It is applied directly from any Canvas assignment and is quick and easy to use.

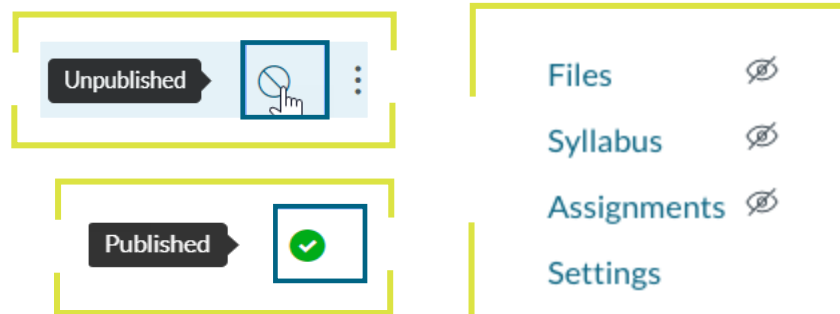To enable TurnItIn, go to your Canvas assignment and under Submission Type select External tool.

Scroll down and select the "TurnItIn LTI". Once students submit their papers you will see a "similarity report" directly within the Canvas Speed grader.

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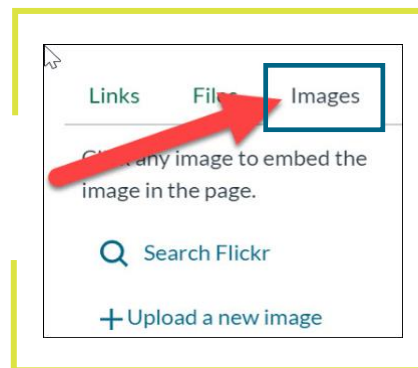For questions, email facultysupport@usf.edu.

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Need to Know Quizzing Tips

Adding Images to Quiz Questions

When adding images to questions, make sure that your images are already in the Files of your Canvas course. They usually publish automatically, but doublecheck that the green arrow is there next to the image(s) in the file folder. If not, click the not-published ⊘ icon to publish.

To add them to your question, select the Images tab on the right of the edit page.

Alternatively, you can also place the image(s) in a pdf document and attach it to a text only question at the beginning of the exam.

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Giving a Student Additional Time or Extra Attempts on a Quiz

In some cases, a student will require more time or will need to take a quiz over. You can do this by going into the quiz and choosing **Moderate This Quiz** in the top right corner.

Then click the pencil icon ✏️ next to the student's name and make your adjustments.

Related Items

📊 Quiz Statistics

⚙️ Moderate This Quiz

⬇ Download All Files

☑ SpeedGrader™

🔘 View Proctorio Gradebook

Student Extensions ☒

Extensions for Glenn-Bass, LaSaundria

Extra Attempts:
everyone already gets 1   [   ] attempts

Extra time on every attempt:
everyone already gets 30 minutes [   ] minutes

☐ Manually unlock the quiz for the next attempt

[Cancel] [Save]

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Investigating Quiz Problems

Canvas offers a Quiz Log for each student to investigate problems that a student may have in the quiz. Check out the Canvas Guide on how to access and use it.

PROCTORIO

Proctorio is an automated online proctoring solution that can be added to any Canvas quiz. It allows instructors to verify a student's identity, record the student via webcam, record the student's screen, and lockdown the student's browser. Please note that certain features of Proctorio require students to have a webcam such as ID verification and recording the student. Other features, such as screen recording and browser lockdown, only require a computer with the Chrome browser and Proctorio extension, and does not require a student to have a webcam. Proctorio is a sophisticated solution and we therefore recommend the following prior to using it within your quizzes:

➤ Update your syllabus with the Proctorio syllabus statement (see middle of page).

➤ Verify with your students that they have access to a computer with the Chrome browser and can download the Proctorio extension. Additionally, if you plan to use any webcam dependent features (ID check or record student) you will need to verify that they have a webcam.

➤ Learn about Proctorio by watching the previously recorded Proctorio workshop available within Canvas Basics course (listed in first module titled "Proctorio March 18") and review the Academic Continuity Proctorio FAQ.

➤ Send an email to facultysupport@usf.edu and request to have the Proctorio Getting Started Module and Practice Test loaded into your course. This is critical for ensuring that students can properly test their machines and get oriented with Proctorio. This module is also available for download within our fully online workshop, Online Proctoring with Proctorio.

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CANVAS DISCUSSION

You can use Canvas Discussions to facilitate an online discussion with your students. Canvas discussions allow students to reply with text, images, files, and links to videos.

When setting up your discussion you can select to have it "Graded" and student replies will be populated directly into the Canvas speed grader. Also, you can require students to post their discussion before they can read the postings of their peers. To use this option, select "Users must post before seeing replies".

Options
☐ Allow threaded replies
☑ Users must post before seeing replies
☐ Enable podcast feed
☑ Graded
☐ Allow liking

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