Pro Tip #6: Online final exams – design and implementation

Advice from your colleagues and some experts

Prepare a Plan B for students who have technical problems. Giving synchronous exams? Keep to the exam schedule.

Test whatever is most central to goals for the course
- You don't need to test everything; sometimes you just need students to review everything.
- It's not too late to substitute smaller, lower-stakes assignments for your high-stakes final

Re-using questions from past semesters?
- If you re-use questions from past semesters, double-check to make sure you covered everything this semester.
- Change question wording to make it harder for students to find questions and answers on the internet.

Online exam design
- **Multiple choice tests** - create big, randomized pools of questions by sharing homework and sample questions, or by asking students to write questions as part of exam review.
- **Tests that include charts, graphs or other visuals** – test can be added to Blackboard- and Canvas-based tests. Keep laptops' small screens in mind.
- **Tests that require students to draw schematics or share their work** – students can hand-write their exams, photograph their papers, and send you these images by email or through Blackboard/Canvas.

Research and Group Projects
- Consider a research proposal instead.
- If your final project normally include building something, create alternative, design-focused assignments for groups that really cannot build.
- Have students record videos of test trials of models or machines.