

Learning and Teaching Centre (LTC) Communications Luncheon Minutes

Thursday, October 9, 2014, 11:30 AM ~ 1:00 PM, HHB 128

*Respectfully submitted by Carolyn Boss,
Program Coordinator and Assistant to the Director, LTC*

NEW Test Scoring Update, given by Tracey MacNeil, University Systems Project Manager (tmacneil@uvic.ca)

The old system used to scan multiple-choice type forms (or “bubble sheets”) was made available in 1980 and is being used to-date. It is about 30 years old and requires an old scanner that scans the blue and green forms. The “blue” form is used for five (5) question answers and the “green” form is used for ten (10) question answers. These sheets are in the bubble-in format.

The new system of test scoring is now ready for use by the campus.

This summer the old system has scanned 3000 student exams and the new system has been used to scan almost 1000 student exams. It has been well tested by the Departments of Psychology and Linguistics.

Currently, both systems are being run in parallel and will be until December 2014, or until the old forms run out. Please do not mix forms in the same test. The old scanner is quite antiquated and it will not be available for long hence the new system needs to be in place soon.

Students need to have clear instructions to fill in their student V numbers in order to avoid any confusion or not receiving a test grade. It is advised that the students bring their Student IDs with them to tests and exams so it’s easier for them and the invigilator to verify their full names and V numbers.

The new system reports are very easy to read. Statistical information is clearly displayed and if there is any help required as to what the various fields in the report mean or how to interpret results, Marty Wall's presentation is helpful for instructors to view. You can find Marty’s presentation at this link:

<http://www.uvic.ca/systems/support/learningteaching/examscanning/resources.php>

A new form option will also be created (being piloted with the Departments of Physics and Psychology) where there will be an option for the students to bubble in their names if required. This is as a result of feedback that some departments want both V numbers and student name on the form.

If the student wishes to change their answer on the new form, they can cross out the wrong choice and bubble in the correct one and the system will automatically pick up on the right answer that they chose.

The main advantage of the new system is that it allows the instructor to improve the quality of their test questions more easily now. There are going to be statistics generated for each question allowing the instructor to judge if the specific question was effectively constructed. If the instructor thinks that the question was poor, judging from the stats, the new system can drop that particular question and recalibrate the test results automatically. Rescanning is not required.

Also, the new scanner allows the digital image of the answer sheet to be retained so that, if there is a query, the form does not need to be rescanned.

Instructors will be required to fill in the new [Exam Cover Sheet](#) and submit it with the answer sheets. The cover sheet can be found at <http://ltc.uvic.ca/initiatives/TestScoring.php>. In return they will get back an exam analysis, scores, reports and a raw data file.

The new system is also more economically feasible. The test sheets are cheaper to buy.

The Departments of Mathematics & Statistics and Psychology represent about 50% of all the scanning on campus.

If instructors want to process the forms themselves and run the software themselves, licenses can be arranged. Please contact: Tracey MacNeil (as above).

The new system is very capable of doing everything that the old system can do but it also offers a lot of additional benefits.

Course Experience Survey (CES), Update from Dave Shaykewich, University Systems Project Manager (dshaykew@uvic.ca) – Please see Dave's [CES Online System PowerPoint](#) at: <http://www.ltc.uvic.ca/initiatives/CES.php>

Course Experience Surveys are now officially online. This project applies only to instructors of record in Banner. Not Labs or TAs.

The whole system is keyed to the CRNs and Netlink IDs. The instructor names and all the course specific information needs to be correct in Banner in order to evaluate the courses effectively via the online method.

With this new system, the invitation email is sent in the 5/6th part of the course (with a few exceptions). The deadline is 11:59 PM on the last day of classes to complete the survey. It is a multiple choice format along with a few comment questions. The students can save their progress on the evaluation and come back and finish it later.

The new system also works really well with mobile devices.

Instructors can view the response rates in real time and then remind their students to complete the survey in order to get better response rates.

After the grades are submitted, instructor reports are made available. There is no display of student information whatsoever. All the information available is aggregated. Instructors can't see course evaluations before they submit grades.

If anybody loses the link sent in the email invitation, they can access it at <mailto:https://ces.uvic.ca/> by signing in with their Netlink ID details. Instructors are advised to put this link on the syllabus or course outline as a reminder for students as well. If the instructors have CES as an activity on the syllabus, the response rates are going to be better. Instructors are also advised to keep a reserved time slot to allow the students to fill in the CES at the beginning of the class. A prior reminder to students to bring their devices/laptops to class the next class is helpful.

There is a possibility that a link for the CES may be added in the "My Online tools" tab in the near future.

When Deans and Chairs/Directors log in to the link, they are able to see a list of all the instructors with their respective classes and their evaluations that are in their faculty (for Deans) or academic unit (Chairs and Directors).

Comments about instructors who are faculty cannot be viewed by the Deans and Chairs/Directors. Only comments for non-faculty members are available to them. Faculty may provide them to their dean or chair/director if they wish to.

In order to get better and more thoughtful evaluations, instructors should put in a section on their syllabus which directs students to CES information for students including [Tips on Giving Constructive Feedback to Your Instructor](#). This tips document is found at this link: <http://www.ltc.uvic.ca/initiatives/CES-Students.php> Regular reminders as to how important course evaluations are will also help get better response rates.

If there are multiple instructors for a class, the section specific to instructors will repeat for each instructor and the section specific to the course will appear once for students to fill in order to avoid duplication and survey fatigue.

This CES is not going to be used for thesis, directed studies and other courses with only one student.

The new CES has received about 45% response rates in its use for the first time this Summer 2014, but this is artificially low since it includes courses that should not have been evaluated and thus students did not complete them (e.g. thesis courses). For tips on improving response rates please direct your instructors to this link: <http://www.ltc.uvic.ca/initiatives/CES.php> - [Tips for Response Rates](#)

Technology Integrated Learning, Janni Aragon, Director of Technology Integrated Learning (dtil@uvic.ca)

Technology Integrated Learning offers drop in sessions on CourseSpaces and for the Online Academic Community.

The new website recently went live: <http://www.uvic.ca/til/>

The old moodle is not secure anymore hence CourseSpaces has replaced it. People have had a lot of questions regarding assignment filters and grade books.

CourseSpaces works well with only the latest updated versions of browsers.

Satellite workshops or drop in sessions for help will be located in Hallway 034 on the lower floor of the library.

Drop Ins: Technology Integrated Learning, Lower Level Lib 034j

CourseSpaces Drop Ins: Tuesdays 11 AM ~ 12 PM Lib 034j and Thursdays 2 PM ~ 3 PM Lib 034j

Online Academic Community Drop Ins: Fridays 2 PM ~ 3 PM

Please let your instructors know about these resources to help them.