



Practices to Promote Academic Integrity Online

PDF Version (For Download or Print)

Basic Strategies in Canvas

1. **Setting time limits for assessments.** To set a time limit (and to adjust all other Canvas Quiz settings listed below), go into a Canvas quiz and click “Edit” from the menu at the top of the window. Scroll down and click the box next to “Time Limit” and then enter the number of minutes. Allow 45-60 seconds for multiple choice questions. For longer responses, allow for ~5 minutes per paragraph response.

☒ Time Limit Minutes

2. **Shuffle answers.** Using the same editing window as detailed above, click the checkbox next to “Shuffle Answers” to ensure that question distractors on objective questions are reordered for each student taking the quiz.

☒ Shuffle Answers

3. **Allow multiple attempts** as you see fit, but if you allow two or more attempts, our suggestion is to have Canvas record the highest-scoring attempt. This practice aims to reduce the pressure to perform thus strengthening the integrity of the assessment.

☒ Allow Multiple Attempts

Quiz Score to Keep

☒ Allowed Attempts

4. **Show one question at a time and lock questions after answering.** Be sure to communicate this to students beforehand!

☒ Show one question at a time

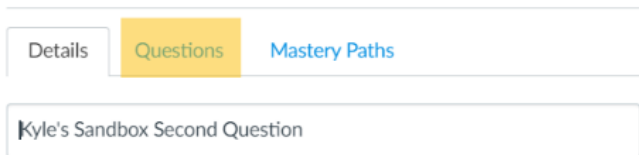
☒ Lock questions after answering

5. **Limit the availability window.**

Available from  Until 

Question Groups in Canvas

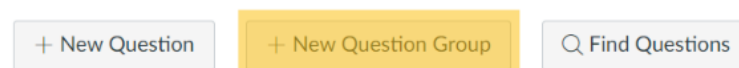
By using "Question Groups," you can randomize all questions included within a group. Let's say for example that I have 20 questions in a question bank for a particular quiz. I could create a question group by entering all 20 questions into the group. Then, I tell Canvas to randomly select only 10 of the 20 questions. Canvas then randomizes the questions **per student**.



Details Questions Mastery Paths

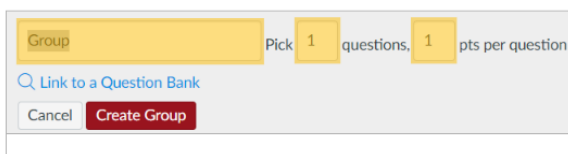
Kyle's Sandbox Second Question

Once you've entered the quiz editing window, select "Questions" from the tab at the top of the window.



+ New Question + New Question Group Find Questions

Select "New Question Group."

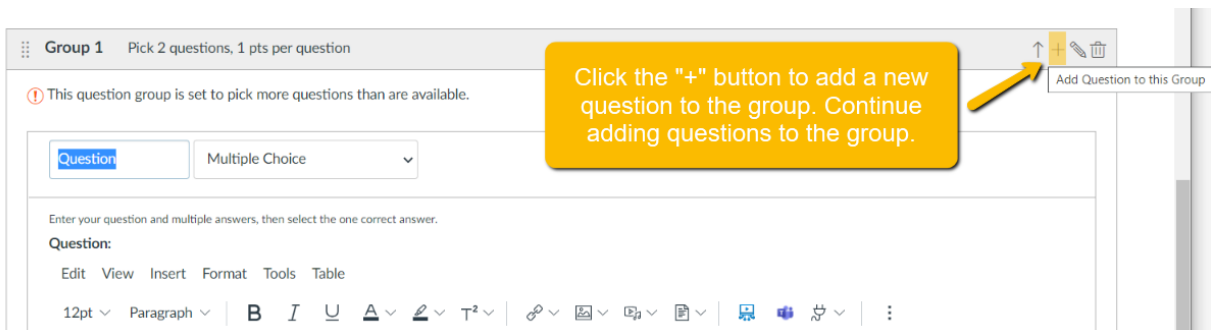


Group Pick 1 questions, 1 pts per question

Link to a Question Bank

Cancel Create Group

Give the group a name, enter in the number of questions you would like for students to answer, and then enter in the point value per question. Click "Create Group" to continue.



Group 1 Pick 2 questions, 1 pts per question

This question group is set to pick more questions than are available.

Question Multiple Choice

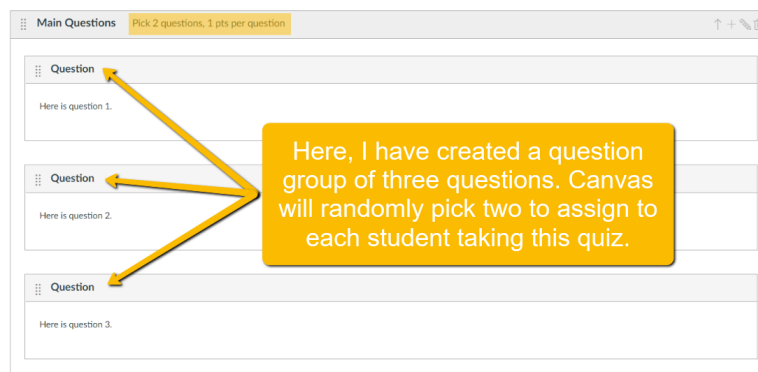
Enter your question and multiple answers, then select the one correct answer.

Question:

Edit View Insert Format Tools Table

12pt Paragraph B I U A T² | | | | | | |

Click the "+" button to add a new question to the group. Continue adding questions to the group.



Main Questions Pick 2 questions, 1 pts per question

Question

Here is question 1.

Question

Here is question 2.

Question

Here is question 3.

Here, I have created a question group of three questions. Canvas will randomly pick two to assign to each student taking this quiz.

Respondus Lockdown Browser & Monitor

CBU partners with Respondus to provide additional layers of testing security when needed. When enabled, **Lockdown Browser** does exactly what the name suggests, it locks a student's laptop or iPad (not Android tablets) down to only one testing window. Students are prevented from navigating out of that testing window. **Respondus Monitor** employs a webcam for a fully automated, AI-proctored testing environment.

If you plan on using either of these Respondus products, you must take our training course first. The course puts you into the role of both a student and a faculty member so that you can experience the products from both sides of the laptop. Here is the enrollment link for the training: <https://cbu.instructure.com/enroll/WDCADF>

The other consideration to make when using these products is time. You will need to allow for sufficient time to test, communicate to students, deploy, and give students a test run. Keep in mind that after training, an early step in using Respondus products might be to survey your students to determine how many use devices that cannot run these products (Android tablets, all mobile phones, & laptops without webcams).

Consider Your Existing Assessments in the Online World

Online teaching and learning occur in a different environment compared to face-to-face learning and instruction. You may be in a place where you want to go beyond technological solutions to promote academic integrity and begin to rethink your assessment policies and strategies. If so, CDI has three articles for you to consider. We also plan to discuss assessment and academic integrity in our monthly digital discussion forum, "Community of Inquiry," and in our podcast series, *The Lasallian Way Online*. Check out CDI's monthly newsletter for more details.

- [7 Ways to Assess Students Online and Minimize Cheating](#)
- [Q&A: Toward Better Assessments in Online Courses](#)
- [Vaccinate Against Cheating with Authentic Assessment](#)

NEED MORE HELP? CDI@cbu.edu | 901.321.4004