AU SUMMER UNIVERSITY

EXAM MEETING

16 MAY 2023

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AGENDA

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- Overview
- AU Summer University 2023
- Exam and Grading
- Feedback
- Evaluation
- Checklist, overview & schedule
- Questions

OVERVIEW

❑ **May 16: Exam meeting**

❑ May 20: Send in syllabus

❑ June 1 application deadline students

❑ June 1 deadline to send in re-exam questions

❑ Early June students will be on Brightspace (LMS), you will be on Brightspace

❑ July 4 term 1 begins (yes, it's a Tuesday)

❑ July 24 term 2 begins

❑ Exams, grading, evaluation

FACTS

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AU Summer University 2023 – still counting

2,500 students – 600 internationals
All On-Campus
60 nationalities

For students:

✓ All courses in the same area
✓ Student housing through AU
✓ Social programme throughout course
✓ Events like free popsicles
✓ Help desk

EXAM AND GRADING

- Portfolio exam
- 4-hours, take-home assignment

THE PORTFOLIO EXAM

1. Individual written assignments submitted during the teaching period

   - **5 ECTS courses**: at least <u>two</u> assignments; **10 ECTS courses**: at least <u>three</u> assignments

   - Assignments are broadly described in the course description (https://coursecatalogue.au.dk) – it is important to stick to them!

   - Students receive feedback during the course

2. Upload all assignments together in a revised and finalized version for grading after the teaching has finished

   - Grading is based **<u>exclusively</u>** on uploaded portfolio

   - The assignments during the teaching period function as drafts/works-in-progress towards writing the final portfolio

   - The maximum length of the finalized portfolio is stated in your course description

- **Portfolio submission deadline**: Friday after last class @ 12 (noon) CEST, via wiseflow

THE 4-HOURS, TAKE-HOME EXAM

■ Students participate in a number of <u>compulsory activities</u> throughout the course

  ■ Requirements for each activity are stated in your course description (<u>https://coursecatalogue.au.dk</u>) – it is important to stick to them!

  ■ The compulsory activities are <u>not graded</u> and do not form part of the overall assessment for the course

  ■ However students must complete them in order to participate in the final exam

■ Grading is based **<u>exclusively</u>** on the final 4-hour take-home exam

■ **Exam date and time**: Friday after last class: 9 AM -1 PM CEST, in wiseflow

  ■ You have to be available for clarifying questions during the first hour (phone or email)

■ **Deadline for sending exam questions**: June 1st to <u>summeruniversityguestlecturers@au.dk</u>

PREREQUISITES FOR EXAM PARTICIPATION

	Portfolio exam	4-hours, take-hom exam
Assignments/Compulsory activities		x
80% attendance	x	x

- **It is your responsibility to monitor the students' fulfillment of the relevant prerequisites according to your exam type**

  - Notify summeruniversityguestlecturers@au.dk if a student does not fulfill

- If "prerequisites for examination participation" not fulfilled:

  - Submit a critical reflection over the course's curriculum. The report should be entitled "Theoretical reflections on [course title]" and amount to max. 22,000 characters

  - The report's content should be meaningful for the prerequisite to be fulfilled, but will not be subject to a grade

  - AU Summer University team is checking if the report qualifies for exam participation

RE-EXAMS

- "Danish" students have a legal right to three exam attempts and we must therefore offer them the opportunity to do a re-take exam **if they fail or are unable to participate in the ordinary exam**
  - The format is a **take-home exam of maximum 36.000 characters** (including blanks), which corresponds to approx. 15 pages
  - **1 week** to complete the re-exam – think about that when formulating the exam questions

- **Dates for the first retake**: October 13th 2023 @ 12.00 (noon) to October 20th 2023 12.00 @ (noon), in WISEflow
- **Dates for the second retake**: February 1st 2024 @12.00 (noon) to February 8th 2024 @ 12.00 (noon), in WISEflow

AU'S STANCE ON AI CHATBOTS IN EXAMS

It is **not permitted** to use AI chatbots, such as ChatGPT or similar software, during exams at Aarhus University – **even exams that permit the use of exam aids**
(*https://studerende.au.dk/en/view/artikel/brug-af-ai-chatrobotter-er-ikke-tilladt-til-eksamen-1*)

- Difficult to check and prove that e.g. chatGPT has been used
- Please, flag all cases where you get the feeling that "something is not right here", AU will take it from there

WHAT CAN YOU DO?

Think about the exam questions carefully

- with the right prompts, chatGPT can do an OK job at answering questions about broader, more generic topics and/or established theories

Suggestions:

- Use (longer) cases with questions that require a certain degree of analysis (as opposed to more generic questions)
- Draw on current events (ideally not older than 12-18 months)
- Ask questions that refer to activities in the classroom (e.g. examples/cases)
- Require answers to refer to the curriculum
- Combine different kinds of material, e.g. texts with images and/or graphs

USING AI CHATBOTS IN TEACHING

- AU has no explicit stance on this, yet ☺

- What does it mean?
  - Using AI chatbots, like chatGPT, is allowed but is not requested (or expected)

- Good practice would be:
  - Take an explicit stance about the use of AI chatbots in your course
    - e.g. whether you will use it and/or expect them to use it, and if so for which activities and parts of the learning process
  - Communicate it explicitly to the students in the beginning of your course
    - Most students are resilient if we make clear what the expectations are!
    - Remember that students come from all over the world, hence their knowledge of/exposure to/ability to use AI chatbots is likely to vary greatly

AFTER THE EXAM

- Download the submitted exams directly from Wiseflow.

- Automatic plagiarism check via URKUND

- Grading, only one grade! The grade must be typed directly into Wiseflow

- In this [guide](), you can learn how to register grades in WISEflow.

- In this [video](), you can learn how to register grades in WISEflow.

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THE DANISH GRADING SCALE

Grade	Description	ECTS
12	For an excellent performance displaying a high level of command of all aspects of the relevant material, with no or only a few minor weaknesses.	A
10	For a very good performance displaying a high level of command of most aspects of the relevant material, with only minor weaknesses.	B
7	For a good performance displaying good command of the relevant material but also some weaknesses.	C
4	For a fair performance displaying some command of the relevant material but also some major weaknesses.	D
02	For a performance meeting only the minimum requirements for acceptance.	E
00	For a performance which does not meet the minimum requirements for acceptance.	Fx
-3	For a performance which is unacceptable in all respects.	F

5 passing grades (grades 12, 10, 7, 4, 02)

2 failing grades (grades 00, -3)

The Danish grading scale is an **ABSOLUTE** scale

- grades are **not** normalized
- we aim at a somewhat normal distribution, even though grades are not normalized
- think carefully about the exam questions and level of difficulty

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EXAMS AND GRADING

- Crucial to remember to stick with your course description
    - Grade should reflect the student's **ability to fulfill the learning goals**
    - E.g.: the ability to fulfill the learning goals is good with some weaknesses = 7
- **One final grade** is given
    - Grading is only based on the exam submission and is an overall assessment
- Students may receive feedback on assignments/specific exam questions, but not grades for each individual assignment/exam question (since there is only one grade)
    - Refrain from giving students indicative or partial grades
- No group grades
    - Important to be able to individualize a student's performance

FEEDBACK ON ASSIGNMENTS

- Feedback is strongly encouraged

- It can take many forms:

  - Oral and/or in writing

  - Individual feedback for each student

  - Group feedback (smaller groups or the whole class)

  - Peer feedback from fellow students

- Formative rather than summative

UPON PUBLICATION OF GRADES

Requests for feedback:

- Students have the right to get feedback on their exams
- We expect that feedback on the exam is provided if asked for
    - You can also e.g. upload a guided solution on Brightspace if you wish
- It is ok to explain the grade to the student but you must NOT change the grade

Student complaints:

- If a student thinks that the grade is unfair, s.he can file a formal complain
- Contact/refer students to the Summer University Administration

EVALUATIONS

EVALUATION AND STUDENT PANELS

- Student standard **academic course evaluation**, results are available via Brightspace
  - It is expected that you briefly discuss the results with the students last day of class
  - Schedule 10 mins for evaluation during last Thursday of your class to ensure high response rate

- **Student Panels** – focus group with one student rep from each course (after exams)
  - Please appoint 1 student to represent your course, date TBA

- **Your evaluation of the AU Summer University services** (after the event)

CHECK LIST COURSE

❑ Stick to course description

❑ Let administration know if student does not live up to requirements

❑ Give name of student panel representative before end of class

❑ Urge students to evaluate in Brightspace (thurs last week)

   ❑ a high respondance rate is in your interest.

   ❑ comment on report last day of class

❑ Grade in Wiseflow

OVERVIEW

❑ **May 16: Exam meeting**

❑ 1/6: send in syllabus

❑ 1/6 application deadline students

❑ 1/6 deadline to send in two re-exam questions and exam question if applicable

❑ Early June students will be on Brightspace (LMS), you will be on Brightspace

❑ 4/7 term 1 begins

❑ 25/7 term 2 begins

❑ Exams, grading, evaluation

❑ Can also be found here.