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# AU SUMMER UNIVERSITY

*EXAM MEETING*

*13 MAY 2024*

# AGENDA

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- Overview
- AU Summer University 2024
- Exam and Grading
- Feedback
- Evaluation
- Checklist, overview & schedule
- Questions

# OVERVIEW

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- May 13: Exam meeting**
- June 1 application deadline students
- June 1 deadline to send in exam questions
- Early June, students will be on Brightspace (LMS),
- You are on Brightspace already (Instructions will be sent shortly)
- July 2 term 1 begins (yes, it's a Tuesday)
- July 22 term 2 begins (it's a Monday)
- Exams, grading, evaluation

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### Course terms, teaching dates & schedule

AU Summer University runs in two terms, Term 1 and Term 2 (but each course only runs in one of the terms).

**Term 1** starts on Tuesday 2 July\*. For 5 ECTS courses, it will end on Friday 12 July, and for 10 ECTS courses, it will end on Friday 19 July.

**Term 2** starts on Monday 22 July. For 5 ECTS courses, it will end on Friday 2 August, and for 10 ECTS courses, it will end on Friday 9 August.

*\*If your course is located outside Aarhus, you can start your course on Monday 1 July.*

For 5 ECTS courses, you are expected to teach from 9 am to 12 noon on all weekdays during the term, and for 10 ECTS courses, you are expected to teach from 9 am to 1 pm. Since Term 1 begins on a Tuesday, you must furthermore divide 3 (5 ECTS) or 4 (10 ECTS) additional teaching hours throughout the term.

# FACTS



## AU Summer University 2024 – still counting

2,630 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

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# EXAM AND GRADING

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- Portfolio exam
  - 4-hour, take-home exam

# THE PORTFOLIO EXAM (I/II)

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1. Individual written assignments submitted during the teaching period
  - **5 ECTS courses:** at least two assignments; **10 ECTS courses:** at least three assignments
  - Assignments are (broadly) described in the course description (<https://coursecatalogue.au.dk>) – it is important to stick to them (incl. formal requirements re. length, etc.)
    - Remember, there should be an alignment between the level of difficulty of the assignments and the level of the course (BA versus MA courses)
    - Assignments should require substantive work and analysis, going beyond reproducing slides/readings' content
    - It is not appropriate to have presentation slides, on their own, as an assignment
  - Students receive **collective** feedback during the course
    - Individual feedback on the assignments during the teaching period is not accepted (anymore)





# THE PORTFOLIO EXAM (II/II)

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2. Students shall upload all assignments together in a revised and finalized version for grading after the teaching has finished
  - The assignments during the teaching period function as drafts/works-in-progress toward writing the final portfolio
  - Grading is based **exclusively** on uploaded portfolio
    - Therefore, oral presentations cannot be part of the portfolio
  - **Portfolio submission deadline:** Friday after last class @ 12 (noon) CEST, via Wiseflow



# THE 4-HOUR, TAKE-HOME EXAM

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- Students participate in a number of compulsory activities throughout the course
  - Requirements for each activity are stated in your course description (<https://coursecatalogue.au.dk>) – it is important to stick to them!
  - The compulsory activities are not graded and do not form part of the overall assessment for the course
    - However, students must complete them to participate in the final exam – i.e., the assignments are the students' tickets to the final exam
  - Feedback is strongly encouraged
- Grading is based **exclusively** 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 [summeruniversityguestlecturers@au.dk](mailto:summeruniversityguestlecturers@au.dk)



# PREREQUISITES FOR EXAM PARTICIPATION

	Portfolio exam	4-hour, take-home exam
Assignments/Compulsory activities		X
80% attendance	X	X

- **It is your responsibility to monitor the students' fulfillment of the relevant prerequisites according to the exam type in your course**
  - Please notify [summeruniversityguestlecturers@au.dk](mailto:summeruniversityguestlecturers@au.dk) if a student does not fulfill the requirements
- If the “prerequisites for examination participation” are not fulfilled, the students are asked to:
  - Submit a critical reflection on the course's curriculum (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
  - The AU Summer University team is checking if the report qualifies for exam participation



# RE-EXAMS

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- “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 a maximum of 36.000 characters** (including blanks), which corresponds to approx. 15 pages
  - **1 week** to complete the re-exam – please think about that when formulating the exam questions
- **Dates for the first retake:** October 28th 2024 @ 12.00 (noon) to November 4th 2024 @ 12 (noon), in Wiseflow
- **Dates for the second retake:** January 31st 2025 @ 12.00 (noon) to February 7th 2025 @ 12.00 (noon), in Wiseflow

# AU'S STANCE ON GENERATIVE AI IN EXAMS

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It is **not permitted** to use Generative AI, such as ChatGPT or similar, during exams at Aarhus University – **even for 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 Generative AI 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?

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## Think about the exam questions carefully

- with the right prompts, Generative AI 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 and use of the case (as opposed to more generic questions)
- Ask questions that refer to activities in the classroom (e.g. examples/cases)
- Require answers to refer to the curriculum

# USING GENERATIVE AI IN TEACHING

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- AU allows for the use of Generative AI in teaching
- 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 Generative AI is likely to vary greatly

# AFTER THE EXAM

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- Download the submitted exams directly from Wiseflow
- Automatic plagiarism check via URKUND
- Grading
  - 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



# THE DANISH GRADING SCALE

	Grade	Description	ECTS
5 passing grades	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
2 failing grades	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

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

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

# EXAMS AND GRADING

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- 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

# UPON PUBLICATION OF GRADES

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## 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 a student but you must NOT change the grade

## Student complaints:

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

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# EVALUATIONS

# EVALUATION AND STUDENT PANELS

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

# CHECK LIST COURSE

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- 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 respondence rate is in your interest.
  - comment on report last day of class
- Grade in Wiseflow

# OVERVIEW

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- 1/6 application deadline students
- 1/6 deadline to send in one re-exam question and exam question if applicable
- Early June students will be on Brightspace (LMS), (you are on Brightspace)
- 2/7 term 1 begins
- 22/7 term 2 begins
- Exams, grading, evaluation
  
- Can also be found [here](#).

# QUESTIONS?

