



# UCC

Coláiste na hOllscoile Corcaigh, Éire  
University College Cork, Ireland

**UCC Policy on the Use of Commercially Available Materials for Online Assessment.  
Student Needs and Academic Development Committee**

## **1. Introduction**

1.1 The use of online learning and assessment (or e-learning and e-assessment) has increased significantly in the last decade. E-learning allows students flexibility in the pace and method of study and to develop and test skills on a continuous basis throughout the year. As such, there are sound pedagogical reasons for encouraging e-learning and e-assessment across the University.

1.2 The implementation of such systems needs to be performed with great care in order to gain acceptance across the wider academic community and to assure that the quality of learning and assessment delivered on-line is not compromised, particularly when used for summative assessment purposes. The quality and standard of e-learning and e-assessment developed in-house is assured through the University's programme approval and review processes. This policy is specifically concerned with the use of e-learning and e-assessment offered as part of a package connected to the use of commercially available textbooks for summative assessment purposes.

## **2. UCC Policy on the Use of Commercially Available Materials for Online Assessment.**

2.1 In order to adhere to University assessment rules (Section G.2.b.) it is imperative that examiners retain control over both the setting and marking of assignments. Therefore, the system selected should have the following key features:

- 1 The examiner must be able to choose/modify appropriate questions relevant to the learning outcomes for the module.
- 2 The examiner must be able to include their own questions within the system.
- 3 The examiner must be able to see individual student responses to identify common mistakes, inherent flaws in the assessment task and to adjust marking as required.
- 4 The examiner must be able to access the results for analysis and quality assurance purposes. In this context examiners should be prepared to advise the University Examination Board accordingly of the sample used for quality assurance purposes if required.

2.2 In case of system failure, or where a randomly selected sample (circa 2%) checked by hand shows a systematic error, the assignment should either be declared null and void, or the entire assignment should be re-checked by hand.

2.3 Where commercially available on-line assessments are used the University/course specific policies and procedures concerning marks and standards, including feedback to students should normally be adhered to.

## **3. Communication with students**

3.1 All students undertaking e-assessment must be notified of this policy and how the individual examiner is utilising the materials and tools.

#### **4. Costs**

4.1 Under no circumstances must students be required to pay for the cost of assessment associated with the use of these materials.

*Student Needs and Academic Development Committee*

*20<sup>th</sup> January 2010*