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Main Concept: Create two (2) exams. The first one will have the consent question and the second one will be your actual exam.

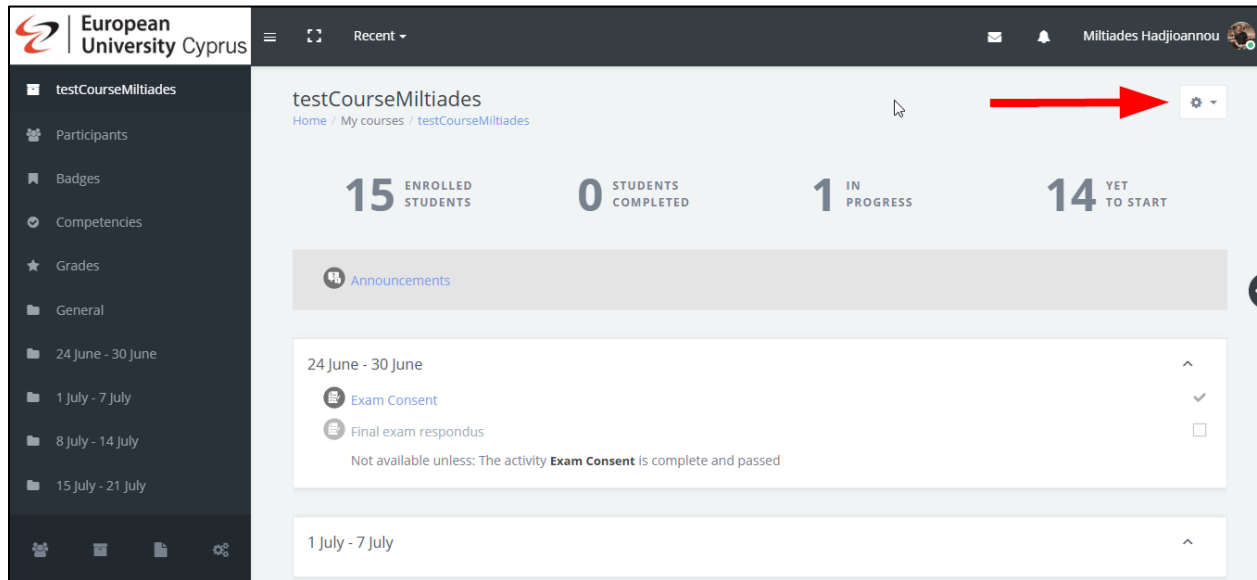
The second exam, the real final exam that is, will be made available to the student based on what he answers on the first exam. i.e. the Consent.

If any one of you already created your final exams, you don’t have to create new ones, just make some setting modifications to the ones you already created.

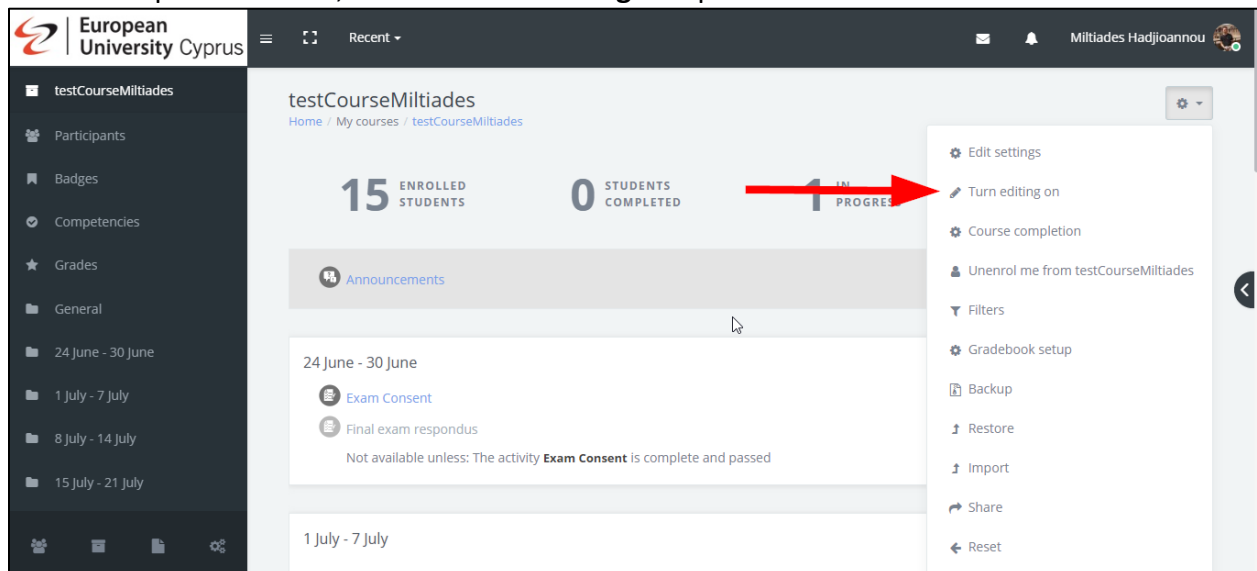
Creating the “Declaration of Consent” Exam

Creating the Exam

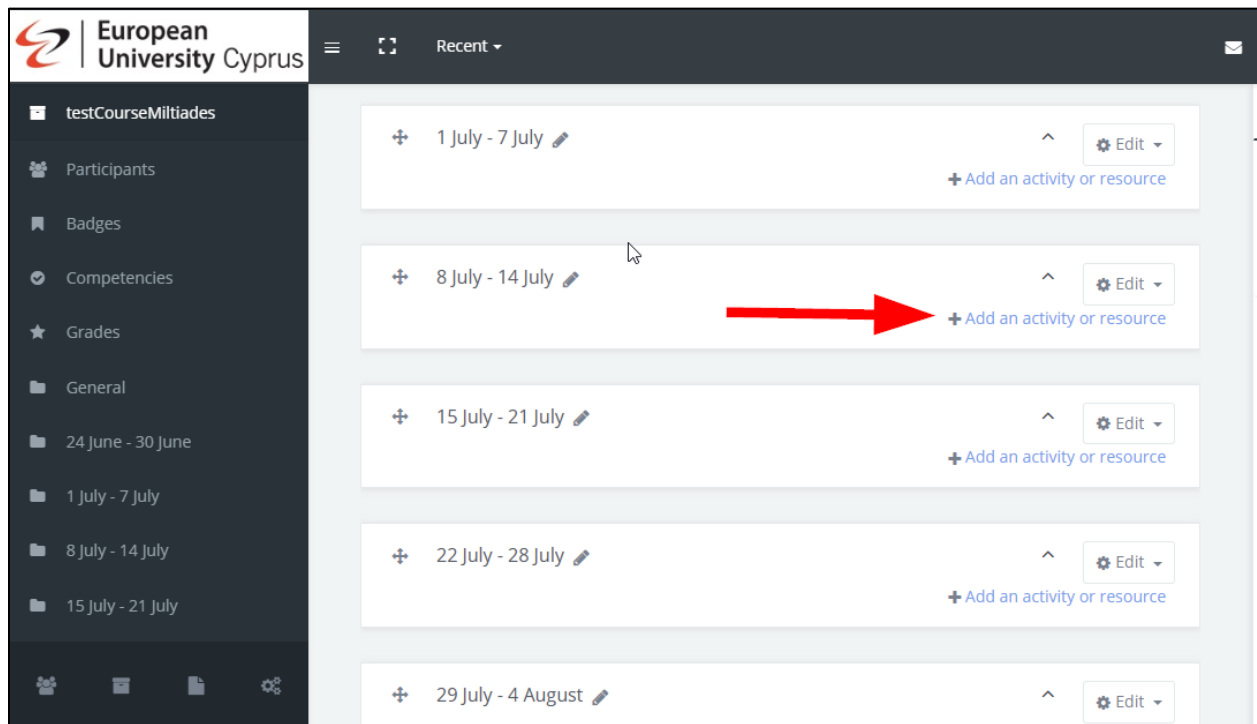
In your Moodle course, click the **gear icon** at the top right of your course page



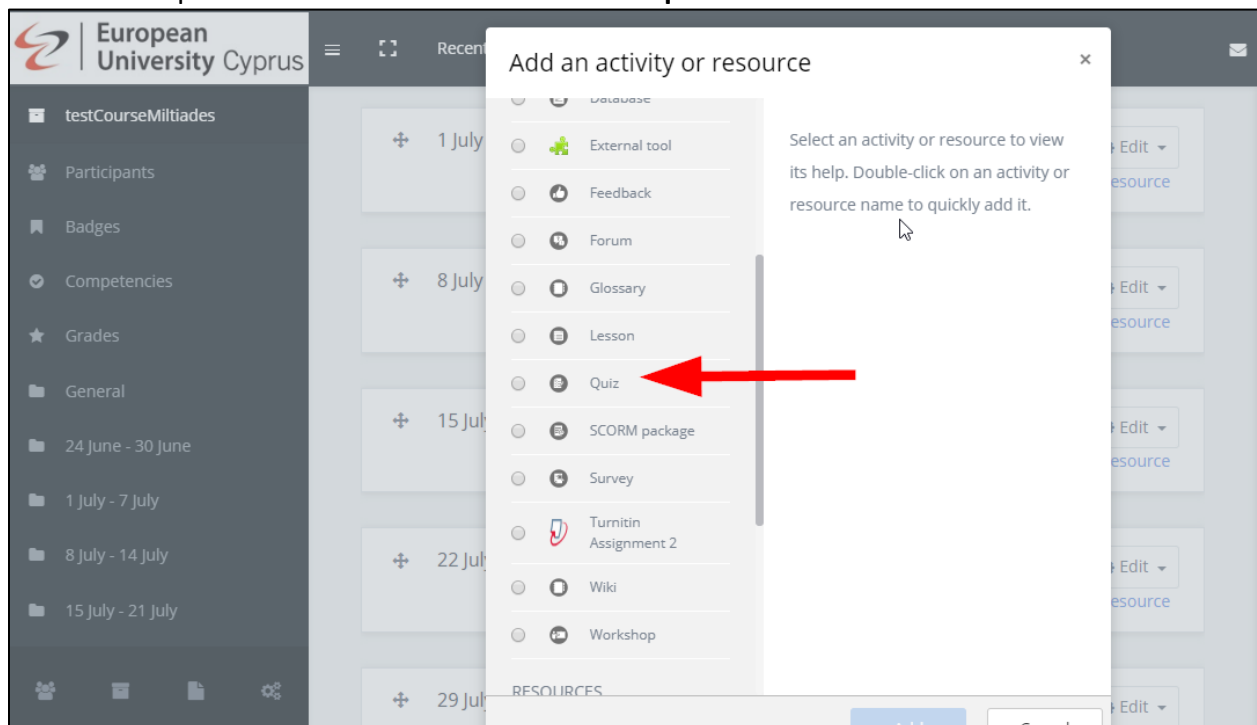
For the Drop Down menu, Click the **Turn editing on** option



In the week/topic you wish to add it to, click on the **+Add an activity or resource** link



Form the drop down menu under activities select **quiz** and then **Add**



Exam Settings

Name your exam **“Declaration of Consent”** and set the **“Timing”** settings to be half an hour (30 minutes) before the start of the final exam.

The screenshot shows the 'Timing' section of the exam settings. A red box highlights the 'Open the quiz' and 'Close the quiz' rows. The 'Open the quiz' row has fields for day (19), month (May), year (2020), hour (10), and minute (39), with an 'Enable' checkbox. The 'Close the quiz' row has fields for day (19), month (May), year (2020), hour (22), and minute (39), with an 'Enable' checkbox. Below these are 'Time limit' (0 minutes), 'When time expires' (Open attempts are submitted automatically), and 'Submission grace period' (0 minutes).

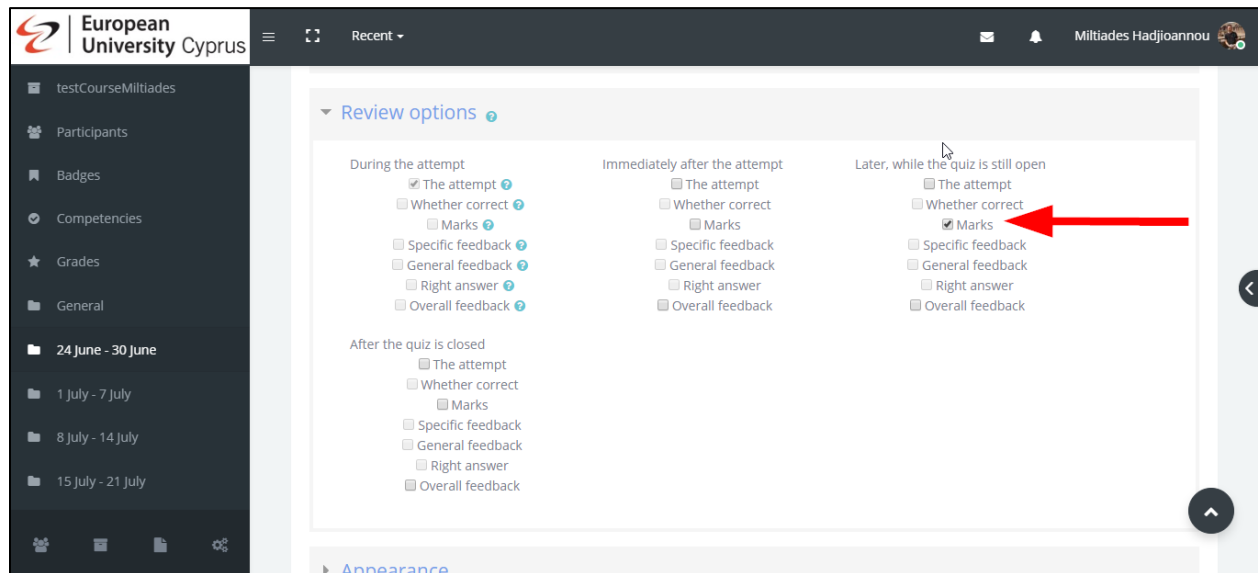
Setting	Day	Month	Year	Hour	Minute	Enable
Open the quiz	19	May	2020	10	39	<input checked="" type="checkbox"/>
Close the quiz	19	May	2020	22	39	<input checked="" type="checkbox"/>

In the **“Grade”** section, put **“100”** in the **“Grade to pass”** field

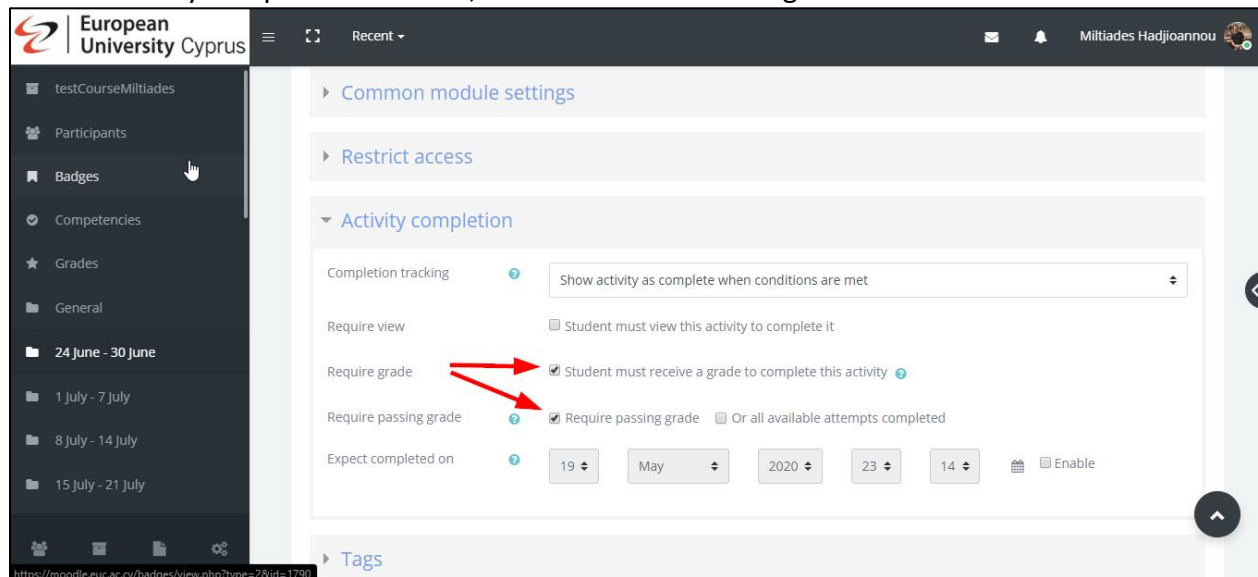
The screenshot shows the 'Grade' section of the exam settings. A red box highlights the 'Grade to pass' field, which contains the value '100.00'. Other fields include 'Grade category' (Uncategorised), 'Attempts allowed' (1), and 'Grading method' (Highest grade).

Setting	Value
Grade category	Uncategorised
Grade to pass	100.00
Attempts allowed	1
Grading method	Highest grade

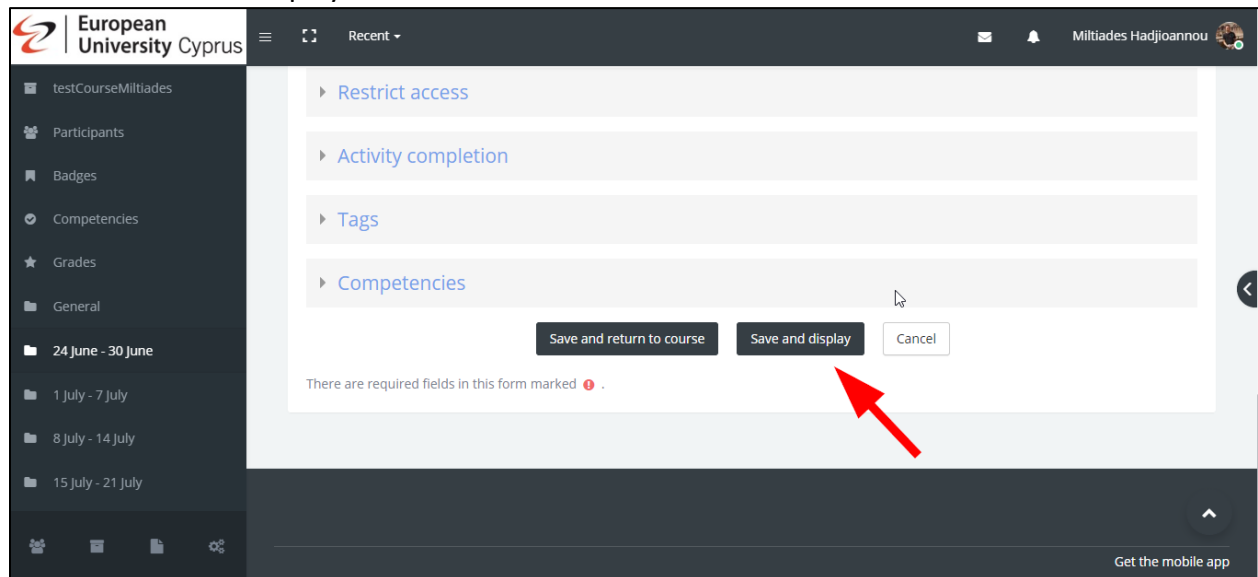
In the “Review options” make sure that the “Marks” under the “Later, while the quiz is still open” column is selected.



In the “Activity completion” section, make sure the following two fields are selected

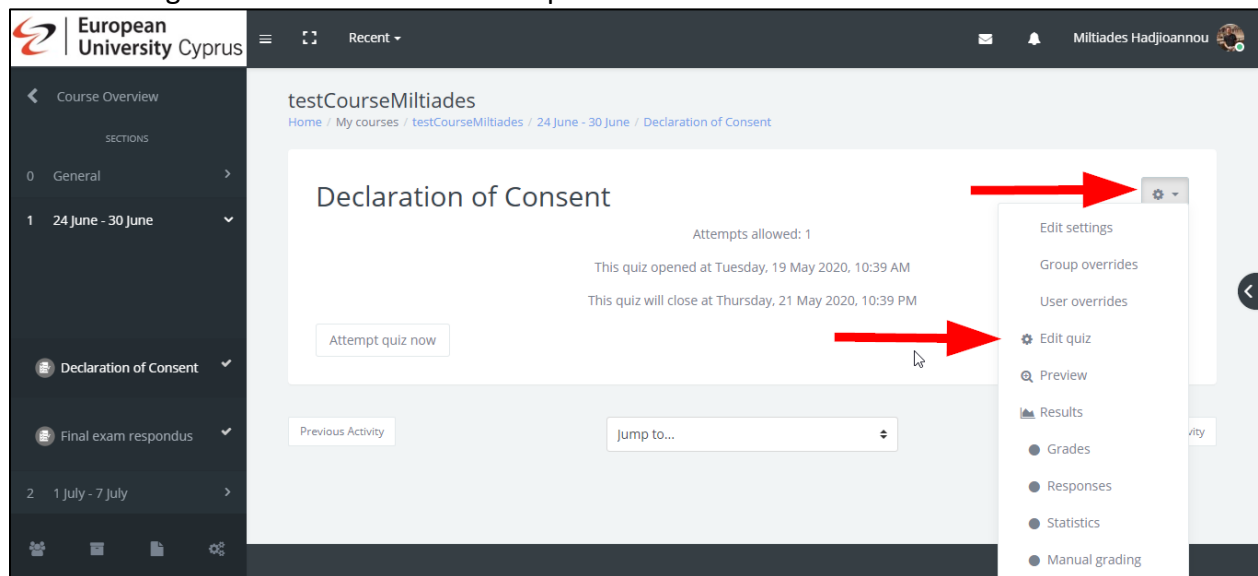


Click on “Save and display”



Exam Question

Click on the gear icon and then the “Edit quiz” button



Create a multiple-choice question which will have only two possible answers.

In the “Question text” field write the following text and in the “Default mark” put “100”.

European University Cyprus

testCourseMiltiades

Participants

Badges

Competencies

Grades

General

24 June - 30 June

1 July - 7 July

8 July - 14 July

15 July - 21 July

Question name

Consent

Question text

Terms and conditions

This exam uses the software [Respondus LockDown Browser](#) and [Respondus Monitor](#). By entering this exam you agree to its use as per notification already received by the European University Cyprus.

Όροι και προϋποθέσεις

Αυτή η εξέταση χρησιμοποιεί το λογισμικό [Respondus LockDown Browser](#) και [Respondus Monitor](#). Με την είσοδό σας σε αυτή την εξέταση συμφωνείτε με τη χρήση τους με βάση και την πληροφόρηση που λάβατε ήδη από το Ευρωπαϊκό Πανεπιστήμιο Κύπρου.

Default mark

100

General feedback

Question Text

Terms and conditions

As you have already been informed by the European University Cyprus (EUC) this examination is carried out using the software Respondus LockDown Browser and Respondus Monitor. If you accept being examined using this software, please indicate your consent by clicking on the relevant field. A statement of consent is a prerequisite for your participation in this examination.

During the examination, you will be recorded in order to ensure the reliability and quality of the examination, in accordance with the guidelines of the Cyprus Agency of Quality Assurance and Accreditation in Higher Education (CY.Q.A.A.). This recording will be accessible only to persons authorized by the EUC, as well as to officers of the CY.Q.A.A., in case this is requested for the purposes of quality control of the examinations. The EUC ensures that your personal data are protected in accordance with the guidelines of the CY.Q.A.A. , the European Data Protection Regulation 2016/679 and the provisions of Law 125(I)/2018.

If you do not accept the use of the software Respondus, you will not be able to take this examination and will receive an I-Incomplete grade at the end of the Spring Semester 2020. In this case, your examination will be scheduled at a later stage, based on the situation as it will evolve and defined by the conditions caused by the current COVID-19 pandemic.

Δήλωση συγκατάθεσης

Όπως έχετε ήδη πληροφορηθεί από το Ευρωπαϊκό Πανεπιστήμιο Κύπρου (ΕΠΚ), αυτή η εξέταση διενεργείται με χρήση του λογισμικού Respondus LockDown Browser και Respondus

Monitor. Εάν αποδέχεστε την εξέτασή σας με χρήση του εν λόγω λογισμικού, παρακαλείστε να δηλώσετε τη συγκατάθεσή σας πατώντας το σχετικό πεδίο. Η δήλωση συγκατάθεσης είναι προϋπόθεση για τη συμμετοχή σας σε αυτή την εξέταση.

Κατά τη διάρκεια της εξέτασης θα οπτικογραφηθείτε, με σκοπό τη διασφάλιση και έλεγχο της αξιοπιστίας και ποιότητας των εξετάσεων, σύμφωνα και με τις κατευθυντήριες γραμμές του Φορέα ΔΙ.Π.Α.Ε. Το αρχείο της οπτικογράφησης θα είναι προσβάσιμο μόνο σε πρόσωπα εξουσιοδοτημένα από το ΕΠΚ, καθώς και σε λειτουργούς του Φορέα ΔΙ.Π.Α.Ε. σε περίπτωση που αυτό ζητηθεί για σκοπούς ελέγχου ποιότητας των εξετάσεων. Το ΕΠΚ διασφαλίζει ότι τα προσωπικά σας δεδομένα προστατεύονται σύμφωνα με τις υποδείξεις του φορέα ΔΙ.Π.Α.Ε., τον Ευρωπαϊκό Κανονισμό Προστασίας Προσωπικών Δεδομένων 2016/679 και τις διατάξεις του νόμου 125(Ι)/2018.

Εάν δεν αποδέχεστε τη χρήση του λογισμικού Respondus, δεν θα μπορείτε να παρακαθίσετε σε αυτή την εξέταση και θα λάβετε σε αυτό το μάθημα το βαθμό Ασυμπλήρωτο (I-Incomplete) κατά την ολοκλήρωση του Εαρινού Εξαμήνου 2020. Στην περίπτωση αυτή, η εξέτασή σας θα προγραμματιστεί σε μεταγενέστερο στάδιο, στη βάση των δεδομένων όπως αυτά θα διαφοροποιούνται και θα ορίζονται από τις συνθήκες που προκλήθηκαν από την τρέχουσα πανδημία COVID-19.

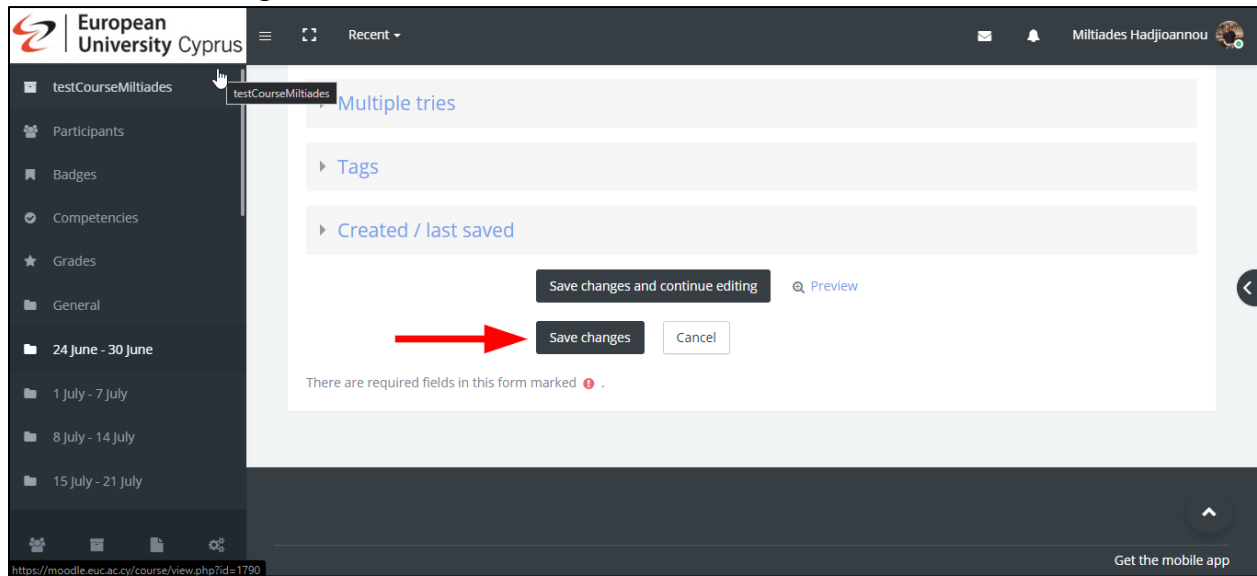
The question should have only two possible answers.

- “I accept / Δέχομαι” with “Grade” “100”
- “I do not accept / Δεν αποδέχομαι with “Grade” “None”

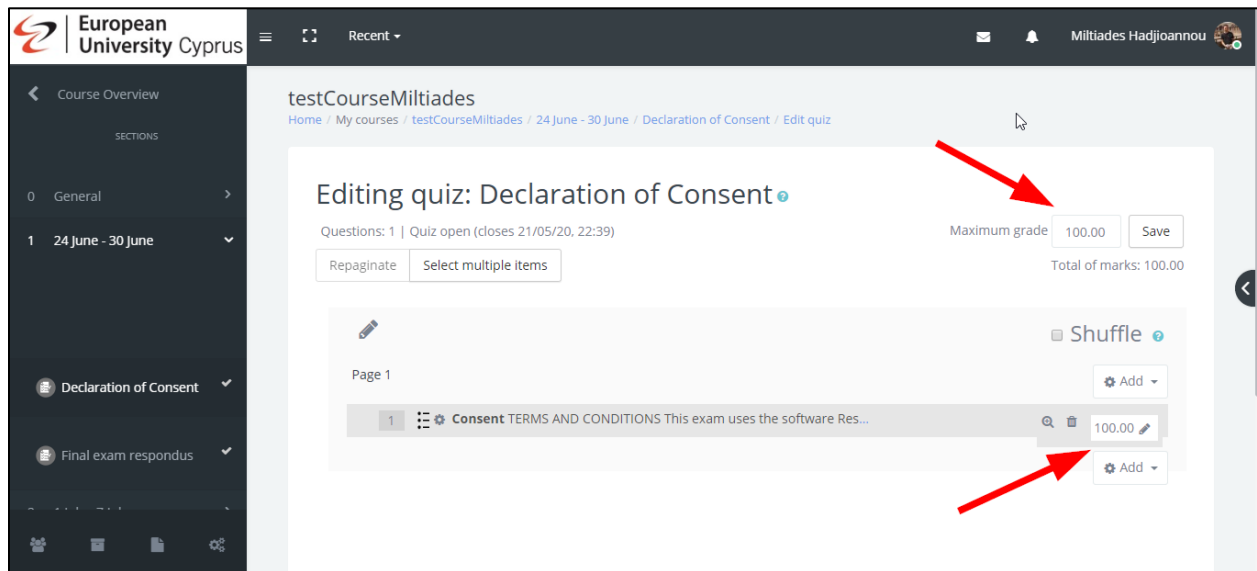
The screenshot shows the 'Answers' section of a test in the European University Cyprus system. It displays two choices, each with a text input field for the answer, a grade dropdown, and a feedback text area. Red arrows point to the grade fields.

Choice	Answer	Grade
Choice 1	I accept / Αποδέχομαι	100%
Choice 2	I do not accept / Δεν αποδέχομαι	None

Click on “Save changes”



Make sure that the “Grade” of the question is “100” and that the “Maximum grade” of the exam is also “100”

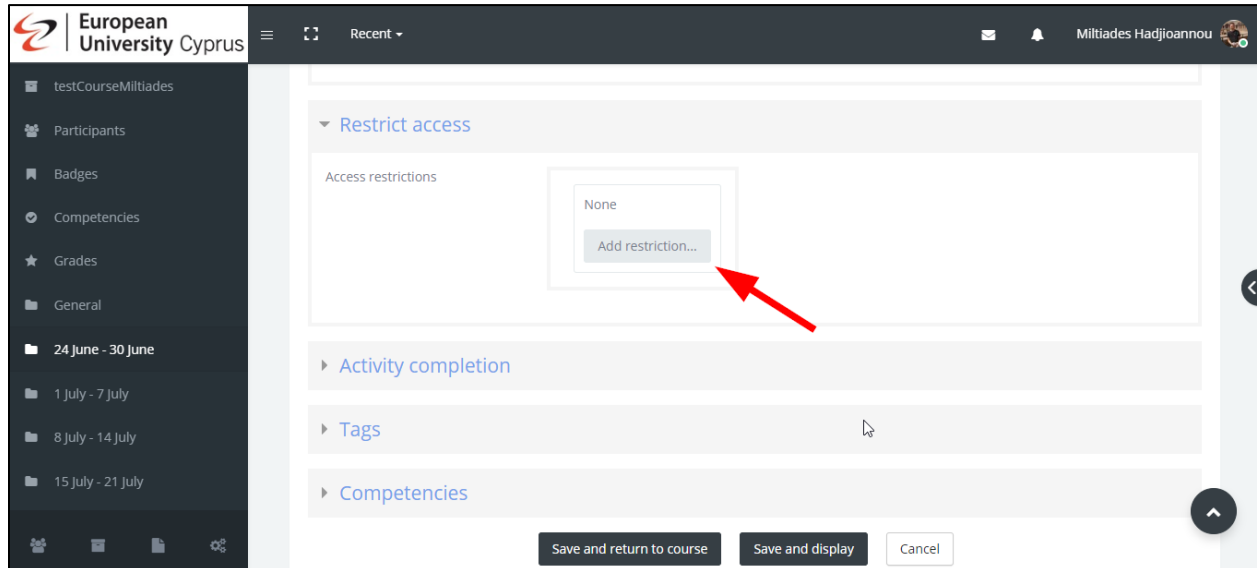


Necessary settings in the “real” final exam

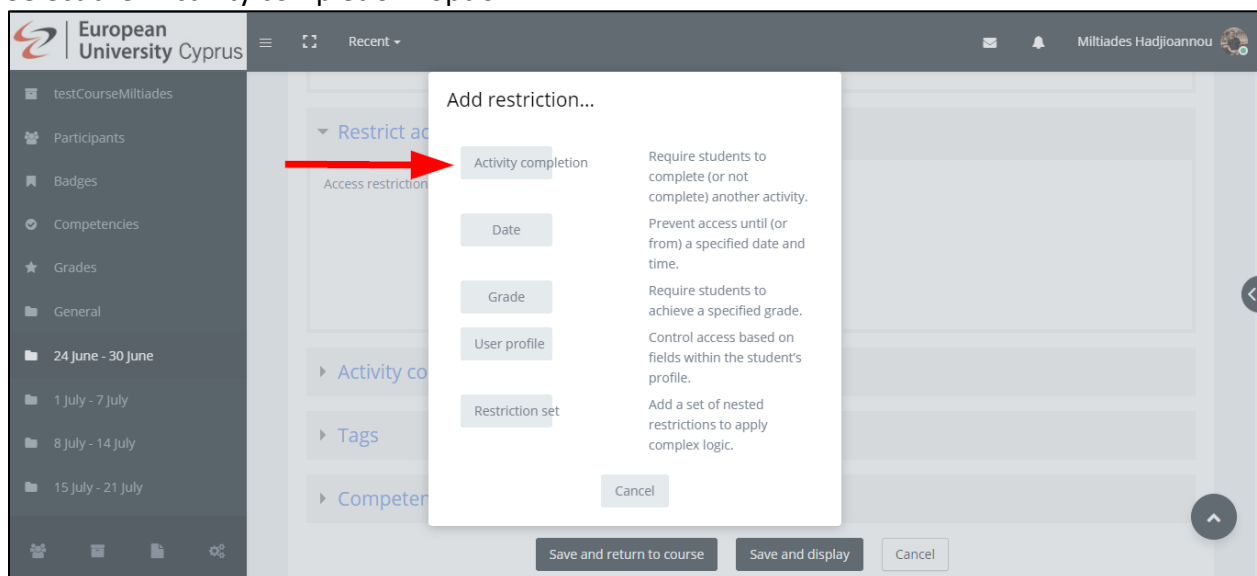
Create your final exam as you normally would, or if you have already created one, go to the settings of your exam.

Go to the “Restrict access” section.

Click on “Add restriction”

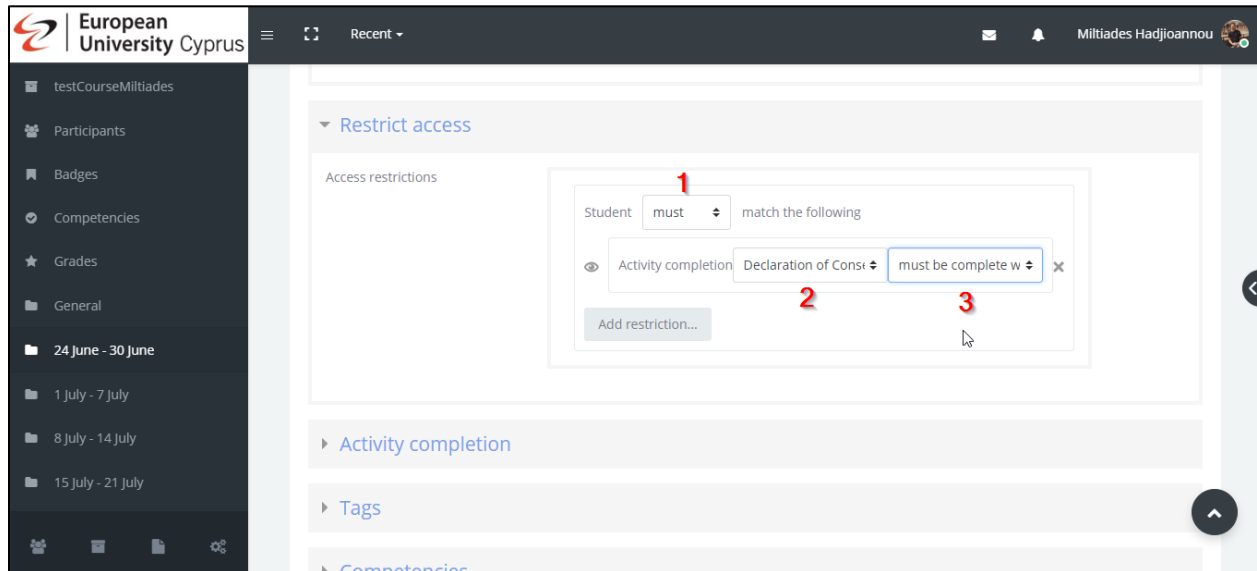


Select the “Activity completion” option

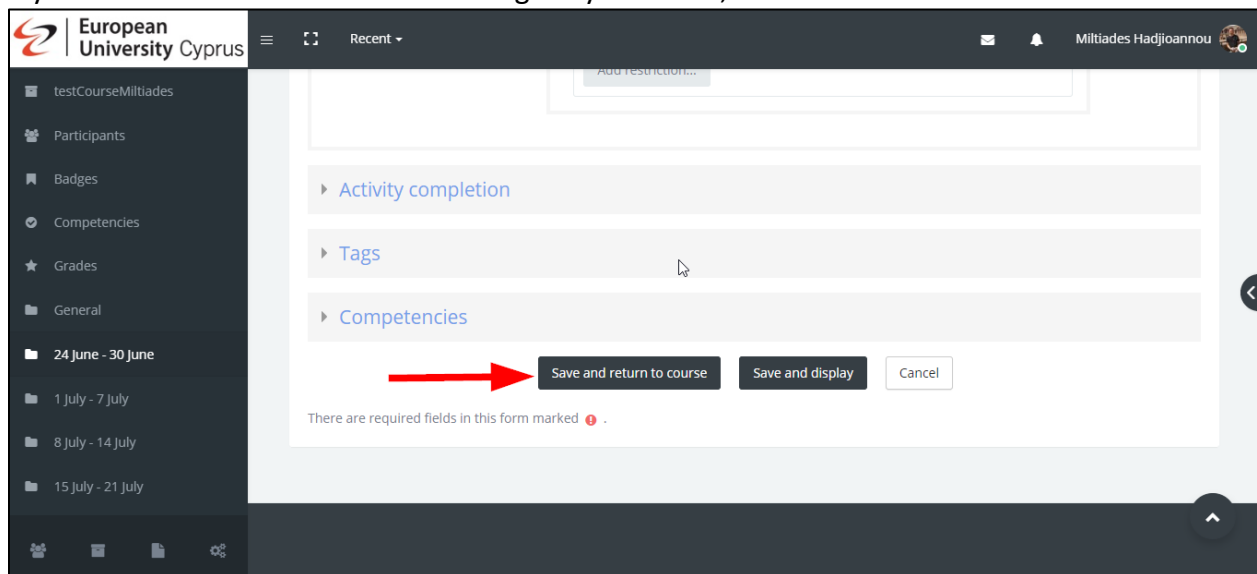


Make sure that the following options are as following:

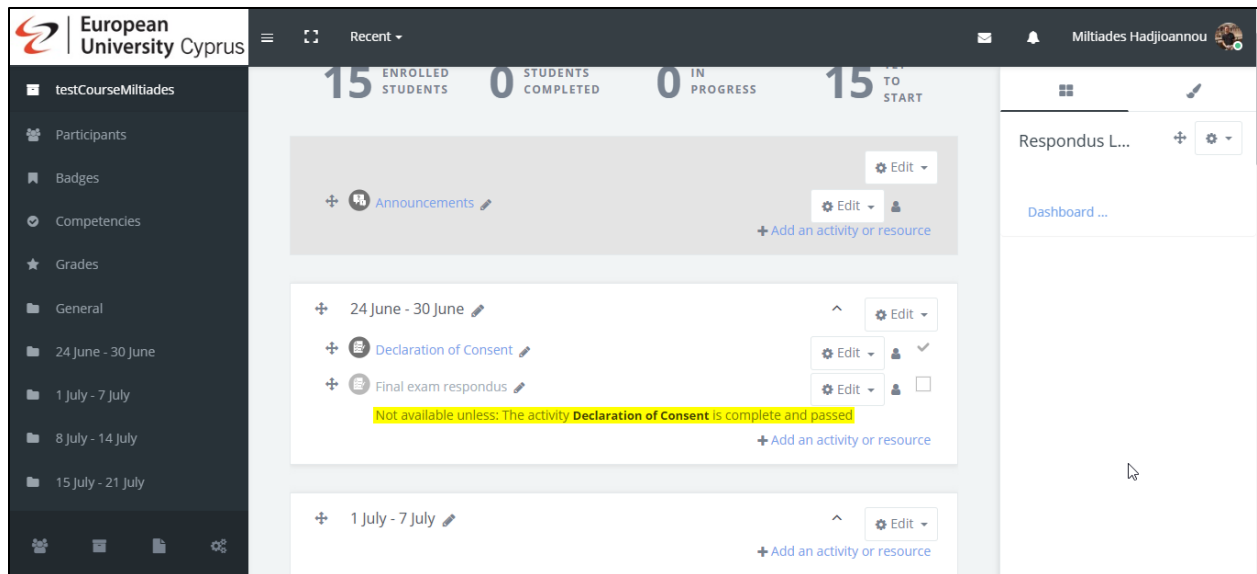
1. “Must”
2. “Declaration of consent” i.e. name of the first exam
3. “Must be complete with pass grade”



If you are finished with the other settings of your exam, click “Save and return to course”

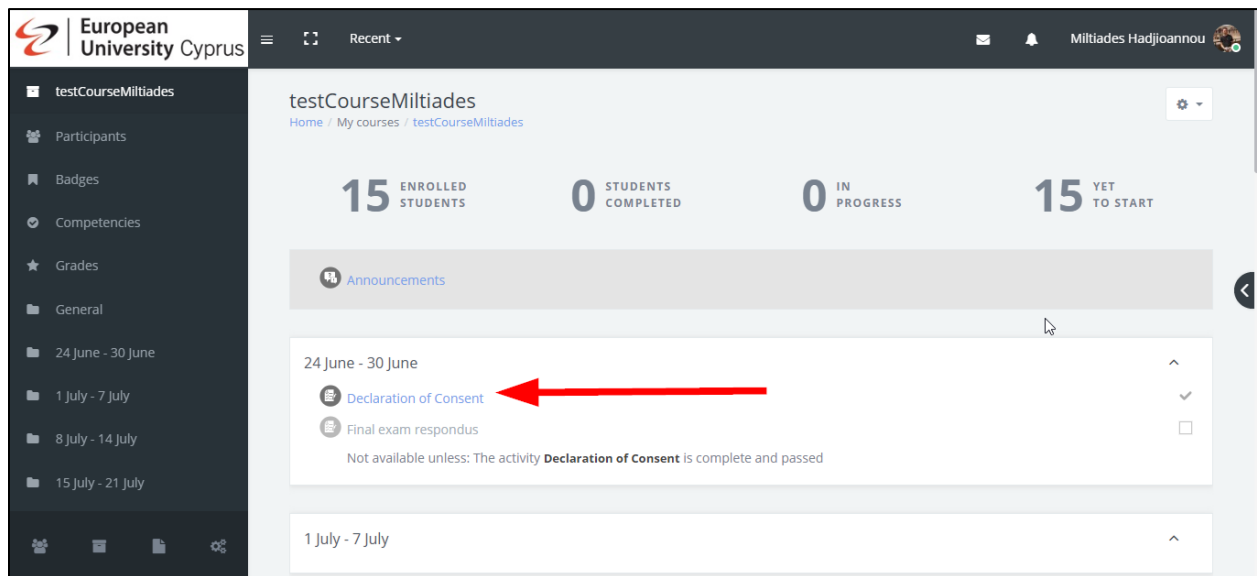


You can see not that under the final exam says “Not available unless: The activity **Declaration of Consent** is complete and passed”



Allowing a student to change his answer

Click on the “Declaration of Consent”



Click on “Attempts”

The screenshot shows the LMS interface for 'testCourseMiltiades'. The left sidebar lists sections: 'General', '24 June - 30 June', and '1 July - 7 July'. The '24 June - 30 June' section is expanded, showing 'Declaration of Consent' and 'Final exam responsus'. The main content area displays the 'Declaration of Consent' quiz details. It states 'Attempts allowed: 1', 'This quiz opened at Tuesday, 19 May 2020, 10:39 AM', and 'This quiz will close at Thursday, 21 May 2020, 10:39 PM'. A red arrow points to the 'Attempts: 1' link. Below the quiz details are buttons for 'Attempt quiz now', 'Previous Activity', 'Jump to...', and 'Next Activity'.

Scroll down until you find the name of the student you want to allow to change his consent.
Select the student and click on “Delete selected attempts”

The screenshot shows the 'Attempts' table for the 'Declaration of Consent' quiz. The table has columns: 'First name / Surname', 'Email address', 'State', 'Started on', 'Completed', 'Time taken', 'Grade/100.00', and 'Q. 1 /100.00'. The first row shows a student named 'Constantinos Anastasiou' with a grade of 0.00. A red arrow points to the checkbox next to the student's name. Below the table are buttons for 'Select all / Deselect all', 'Regrade selected attempts', and 'Delete selected attempts'. A red arrow points to the 'Delete selected attempts' button. The overall number of students achieving grade ranges is shown at the bottom.

First name / Surname	Email address	State	Started on	Completed	Time taken	Grade/100.00	Q. 1 /100.00
Constantinos Anastasiou Review attempt	ca132428@students.euc.ac.cy	Finished	20 May 2020 12:54 AM	20 May 2020 12:55 AM	9 secs	0.00	0.00
Overall average							0.00 (1)

Click on “Yes” in the pop-up window and then go back to your course.

The screenshot shows the European University Cyprus LMS interface. On the left is a sidebar with navigation options: testCourseMiltiades, Participants, Badges, Competencies, Grades, General, and a list of date ranges (24 June - 30 June, 1 July - 7 July, 8 July - 14 July, 15 July - 21 July). The main area displays a table of quiz attempts with columns: First name / Surname, Email address, State, Started on, Completed, Time taken, Grade/100.00, and Q. 1 /100.0. A row for 'Constantinos Anastasiou' is highlighted, showing a 'Review attempt' button. A 'Confirmation' dialog box is overlaid on the table, asking 'Are you absolutely sure you want to completely delete these attempts?'. A red arrow points to the 'Yes' button in the dialog. Below the table, there is a section for 'Overall average' and a bar chart titled 'Overall number of students achieving grade ranges'.

First name / Surname	Email address	State	Started on	Completed	Time taken	Grade/100.00	Q. 1 /100.0
Constantinos Anastasiou			20 May 2020 12:54 AM	20 May 2020 12:55 AM	9 secs	0.00	✗ 0.0
Overall average						0.00 (1)	0.00 (1)