SPRING 2021
FINAL EXAM GUIDELINES

THE UNIVERSITY OF SOUTHERN MISSISSIPPI®

In fall 2020, Thanksgiving occurred right at the end of the term, and final exams were held virtually after that break. For spring 2021, we do not have a long holiday at the end of the term and are thus able to offer more in-person exams for this semester. This document will provide details and guidelines regarding final exams for spring 2021.

Details of the final exam schedule as well as grade entry deadlines and processes are available on the Registrar's website, as always.

GENERAL PARAMETERS

In-Person/Hybrid Courses

If classes meet face-to-face in spring 2021, either all semester or in hybrid format, exams may be given in person in the time noted on the Registrar's schedule. Final exam day and time should be included on the Canvas calendar for the course.

Online Courses

Virtual classes ("online" and "chat") may administer final exams remotely or opt for in-person proctoring, assuming that rates of COVID-19 allow for availability of such proctoring at the end of April. Faculty who choose to require in-person proctoring should plan for an alternative that is virtual, in the event that pandemic rates preclude face-to-face proctoring.

Students may register for in-person proctoring on-campus or at another approved proctoring site wherever they live, as long as COVID-19 allows for such sites to be open ($10 per test through USM; variable costs at other sites).

VIRTUAL EXAM FORMAT

All virtual exams will be administered between April 26 and April 29. Students should be given a three-day window in which to schedule their exams if a proctor is required.

Virtual exams may be given via Canvas LMS or proctored online via Examity. Faculty are encouraged to consider using Canvas as a first choice, because of the ease of use and scheduling. If Canvas is chosen, test design needs to be different than a regular in-person class to minimize cheating.

If exams are proctored virtually:

Students can use Examity virtual proctoring through Canvas to take exams from their computer or tablet. If you use Examity, follow best practices for instructors. Note that you have two primary options for Examity:

- Live proctoring: Students are watched by a person remotely as they take their exam ($15 for the first hour, $7 for additional hours)
- Automated proctoring: Students log in, show their ID, and are recorded taking their exam. You are notified of any flagged behavior. ($6 per test)

GRADE ENTRY DEADLINES AND PROCESSES

REGISTRAR'S SPRING 2021 EXAM SCHEDULE

STUDENT REGISTRATION LINK FOR ONLINE PROCTORING

14 STRATEGIES TO REDUCE ONLINE CHEATING

EXAMITY BEST PRACTICES FOR INSTRUCTORS

EXAMITY LIVE PROCTORING

EXAMITY AUTOMATED PROCTORING

Final exam format and proctoring method (if any) should be noted on the syllabus and in Canvas.