

# Recommending alternative arrangements for assessment (AAA) using Moodle & Monash Reporting System

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Learning and Teaching (MU-OLT)**

70,000



Students

1,500

Students  
registered with



888

Students registered with DSS that require AAA

1,255

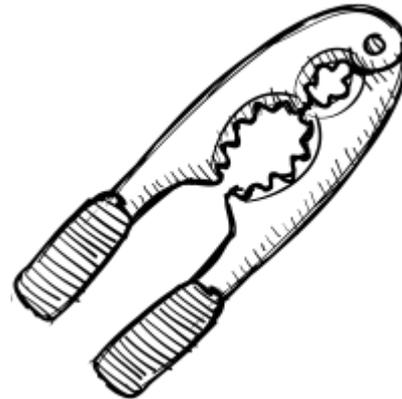
Units with AAA data



WHY DO WE NEED THIS?

# THE CHALLENGE

- To track student's unit enrolments
- Determine who are the relevant staff for those units
- Determine when internal assessments are due
- Deliver timely AAA advice to those staff

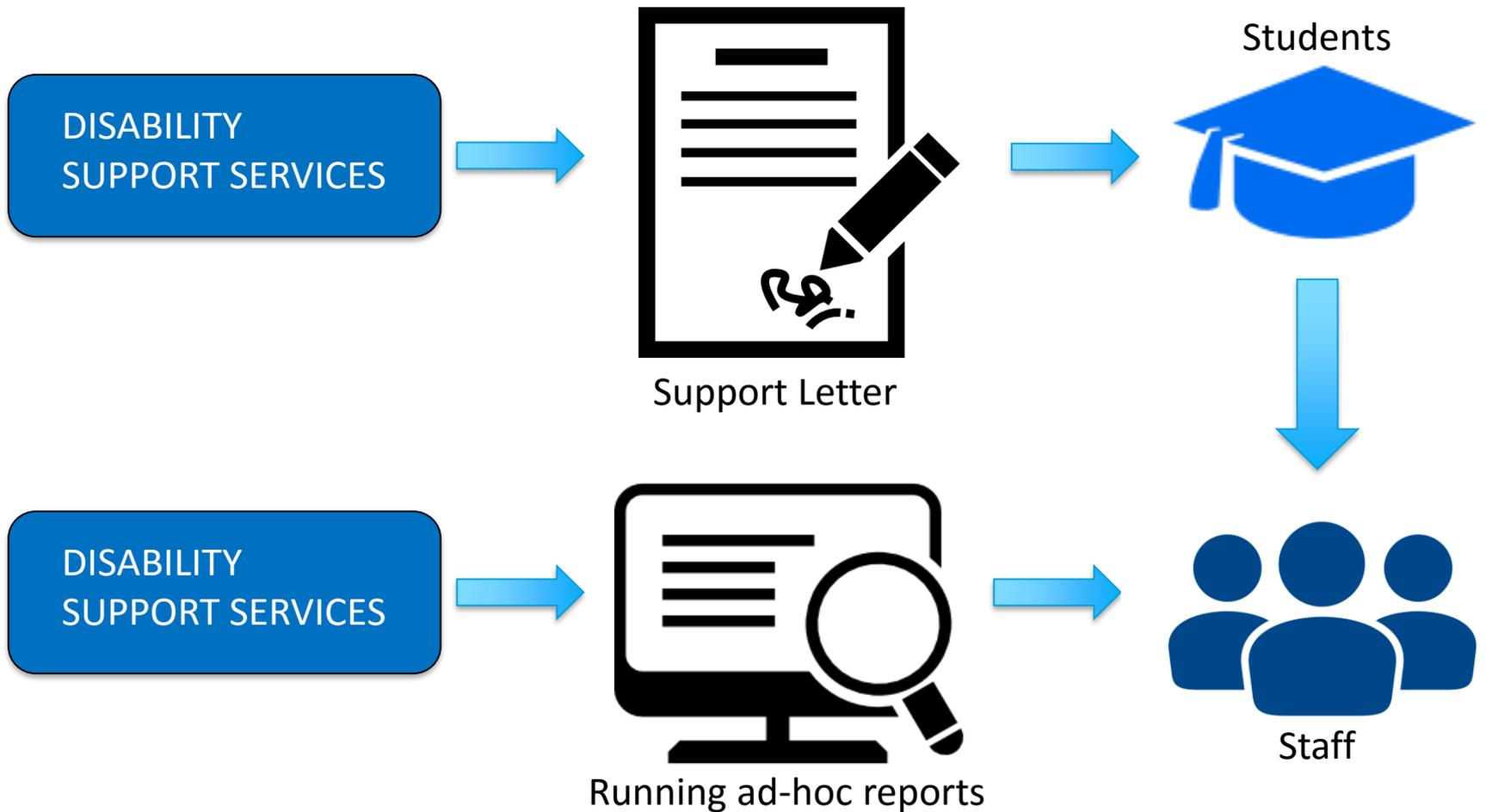


# History of MEETING THE CHALLENGE



- Disability Support Letters (LAPs).
- AAA test form.
- Dean's (AAA) nominee program.
- Targeted AAA lists.

# PREVIOUS PROCESS – SUMMARY



- Urgency - timely AAA advice direct to target.
- Capacity - faculty better manage AAAs.
- Efficiency – remove redundant processes.
- Responsibility - lift onus from the student.
- Simplification - Simplify advice about processes.
- Potential - e.g. Academic Progress Committees.



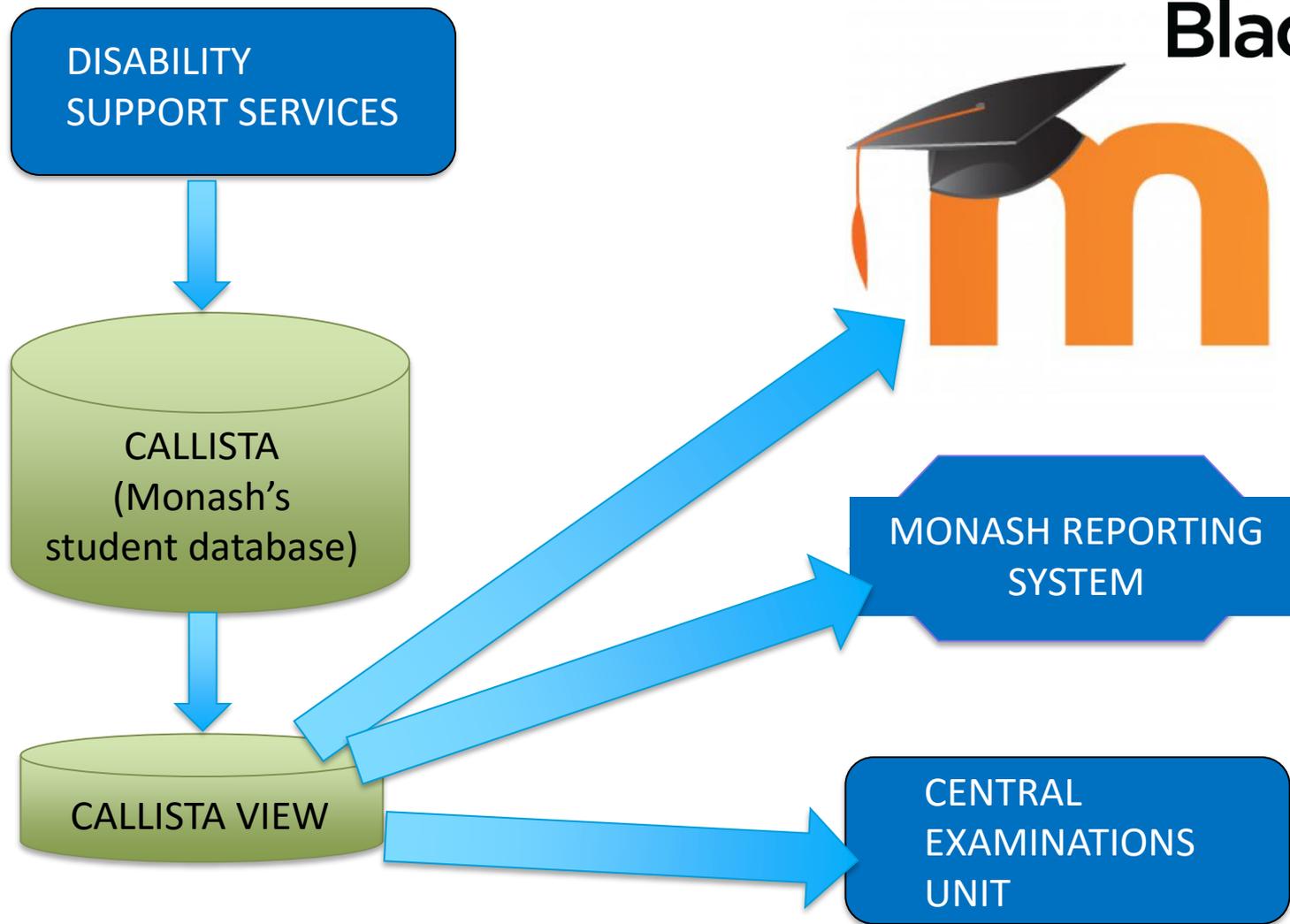
# PRIVACY RISK MANAGEMENT PLAN

RISK FACTORS	PROTECTIVE FACTORS	PROTECTIVE STRATEGIES
<p>Staff receive potentially sensitive information which is outside their role</p>	<ul style="list-style-type: none"><li>• Policy obligations of all Monash staff</li><li>• Students more concerned about other students finding out</li><li>• AAAs only – no private health information</li></ul>	<ul style="list-style-type: none"><li>• Traditional process option for students with privacy concerns</li><li>• Default Moodle view does not display AAA information block</li><li>• Include privacy warning on AAA block</li></ul>

# HOW DOES THE SYSTEM WORK?

# HOW DOES IT WORK?

Blackboard®



# ALTERNATIVE ASSESSMENT INFO REPORT IN MOODLE

## 2016 March Client Release

My home ▶ My units ▶ eSolutions ▶ Client Releases ▶ 2016 March Client Release ▶ Reports ▶ Alternative Assessment Info

**ADMINISTRATION**

- Unit administration
  - Turn editing on
  - Edit settings
  - Unit completion
- Users
- Filters
- Reports
  - Alternative Assessment info**
  - Engagement analytics
  - Logs
  - Live logs
  - Activity report
  - Unit participation
  - Activity completion
- Statistics
- Grades
- Outcomes
- Backup
- Download
- Import
- Question bank
- Repositories

Switch role to ...

My profile settings

### Alternative Arrangements for Assessment Info

THE INFORMATION CONTAINED HEREIN IS TO BE MANAGED IN ACCORDANCE WITH THE COMPLIANCE AND CONFIDENTIALITY POLICY - PRIVACY  
GUIDELINES FOR USING ALTERNATIVE ARRANGEMENTS FOR ASSESSMENTS REPORT

Student ID	First name	Surname	Email address	DSS Officer Responsible	Expiration period	Referral Letter	Special consideration	Alternative arrangement	Faculty specific information
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	Semester 1, 2018	Y	Y	Rest Movement: 0:10	-
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	N/A	Y	Y	Rest Movement: 0:20 Extra Writing Time: 0:20 Needs: BREAK BETWEEN EXAMS (IDEALLY A FOUR-DAY BREAK)	-
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	N/A	Y	Y	Separate Room: Y Rest Movement: 0:15 Extra Writing Time: 0:30 Needs: TO BE SEATED ON OUTSIDE PERIMETER OF EXAM SEATING. EXAMS TO COMMENCE IN THE AFTERNOON	-
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	N/A	-	-	Rest Movement: 0:15 Needs: SEATED NEAR EXIT IN CASE NEEDS TO LEAVE THE ROOM. APPLY FIRST AID PROCEDURE IF FAINTS. STUDENT WILL BRING DRINK.	-
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	N/A	Y	Y	-	-

Download table data as Comma separated values text file

# DELIVERABLES FROM THE PROJECT

# GUIDE TO THE AAA REPORT IN MOODLE

This guide aims to help you understand the new Alternative Assessment (AAA) report. Click on the links below to learn more.

## About

- [What is an AAA report?](#)
- [Who can use an AAA report?](#)
- [What are the benefits of an AAA report?](#)
- [What are the requirements for an AAA report?](#)
- [How do I use an AAA report?](#)

## Understanding and implementing the AAA recommendations

### Expiry period

A semester and year when students' eligibility for AAAs is due to expire may be specified. Otherwise AAA status remains valid. If expiry in the current semester is indicated staff may contact the responsible Adviser to confirm current eligibility. This applies particularly during the period after semester exams up until two weeks after census date of the following semester, when AAA audits are in process.

### Alternative arrangement

These recommendations are developed primarily for final written examinations and may include some information which is specifically for staff in Examination Services. Often a student's AAA requirements within faculty are less stringent, depending on the context. Academic staff can liaise directly with students to finalize arrangements for local assessments and contact the Disability Adviser if clarification is required. Additional AAA recommendations specific to faculty might appear separately under the heading "Faculty specific information".

### Application of EXTRA TIME components:

Examination Services calculates and applies extra time according to the formula below. This should be used as a general guideline only and might not need to be strictly adhered to in certain contexts.

Additional WRITING TIME per hour is applied to the standard writing period. The REST TIME per hour is applied to the derived TOTAL WRITING TIME. Extra time is not applied to READING TIME and this is taken into account when recommendations are initially developed.

REST TIME cannot be used for reading or writing. REST TIME is optional, so the FINISH TIME is adjusted according to whether, or how much rest time has been used. Students can choose if, when, and how much of their rest time to take.

**Note:** For timed assessments of less than 1 hour duration, rounding up to the nearest 5 or 10 minutes would generally be supported.

you can use the report (and MRS).

[A report? What are the requirements in the report?](#)

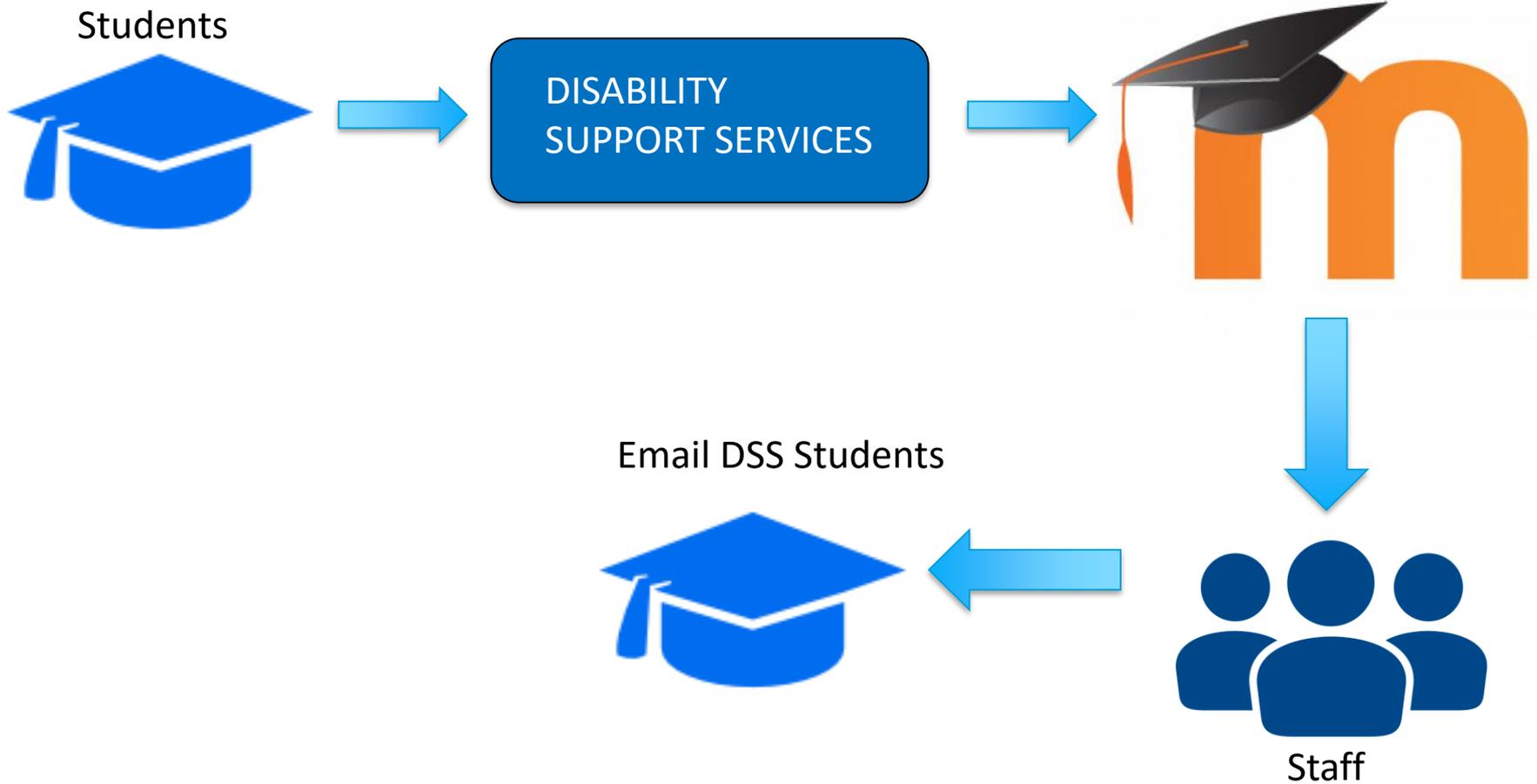
[AAA report](#)

# COMMUNICATION TO STAFF & STUDENTS

- Monash Insider (newsletter) article + Email ..
- Academics that have a AAA student
- Moodle administrators in Faculties and Schools
- Admin staff that can access the Monash Report
- Students registered with Disability Support Services



# NEW PROCESS - SUMMARY



# BENEFITS FOR DISABILITY SUPPORT SERVICES

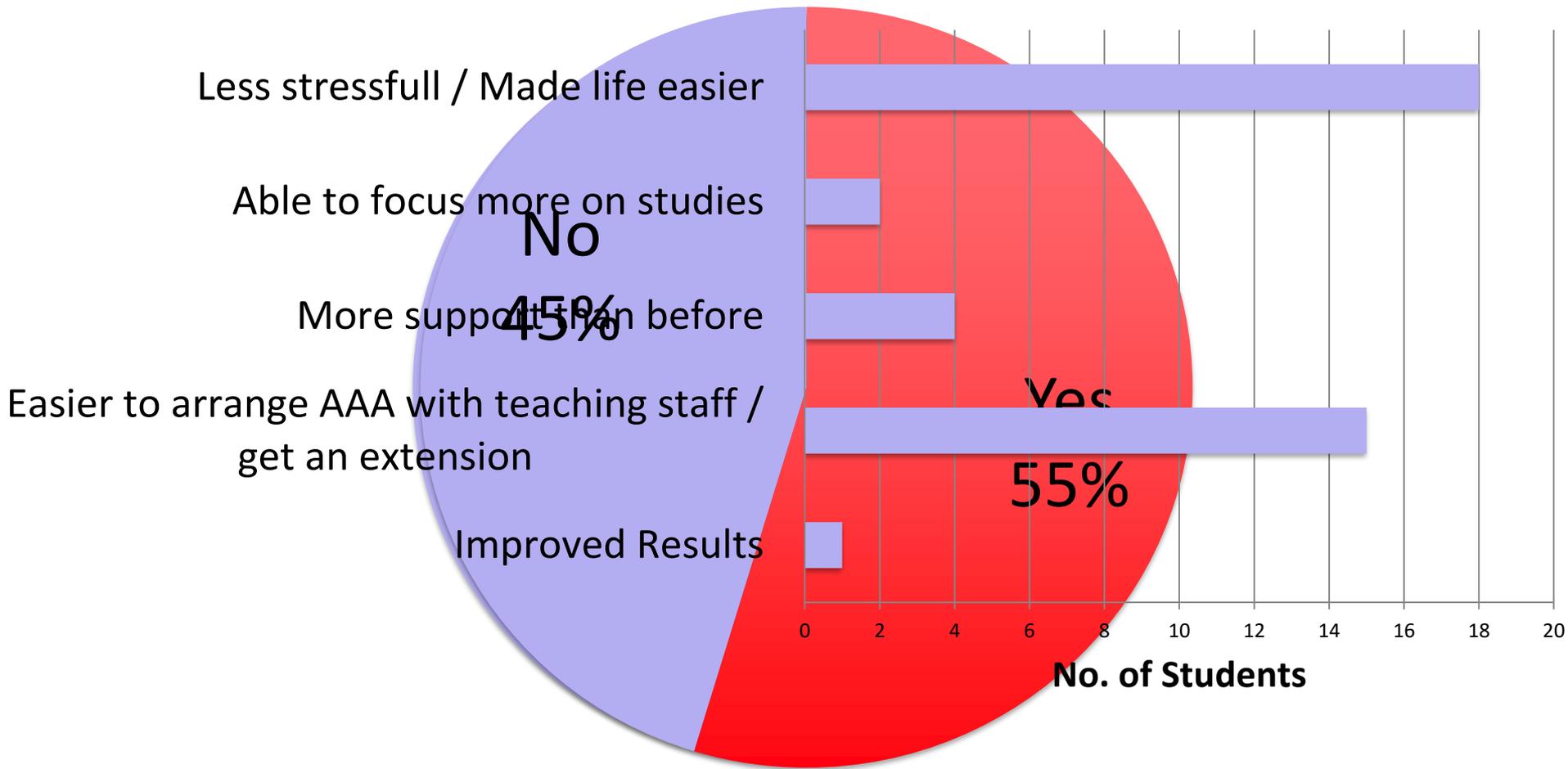
- Staff spending less time writing letters and more time value adding
- Services are more visible throughout the University and better incorporated into the mainstream



# SURVEY RESULTS

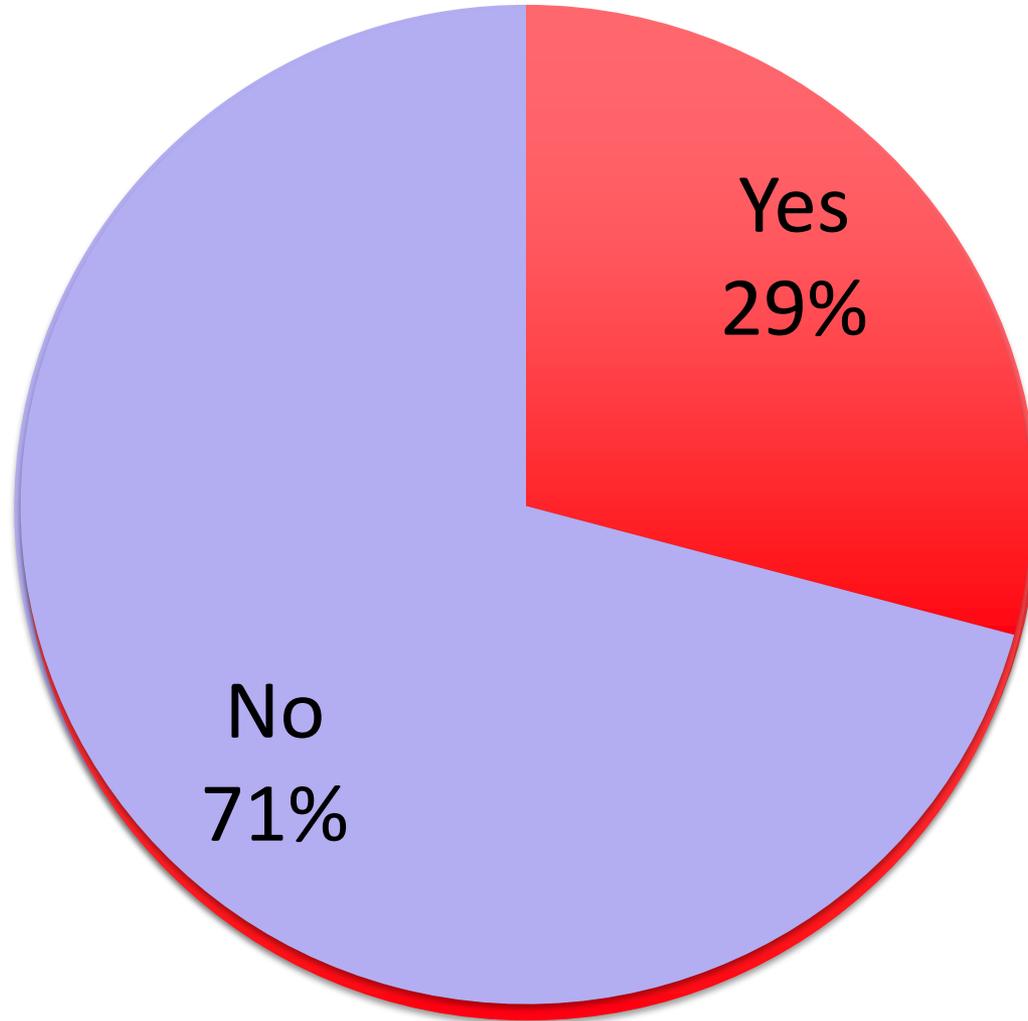
# STUDENTS SURVEY

Are you always happy that your studies now have a lot of immediate access to alternative arrangement for assessment (AAA) in Moodle?  
How has the student experience improved?



# STAFF SURVEY

Have you received a support letter from Disability Support Services?



# FUTURE IMPROVEMENTS

# SUGGESTED IMPROVEMENTS

- Optional automatic email to notify academics of updated AAA
- Give phone contact for Disability Adviser
- Identify the campus where students are studying
- More fields for faculty specific adjustments
- Give information about student's condition & impacts
- Support letter (LAP) to be linked from the report



THANK YOU FOR YOUR ATTENTION!