School of Informatics: Policy on Online Examination Marking

This is my first attempt to formulate a policy on online examination marking and to some extent I'm not entirely clear on what is necessary here. What follows is a list of qualities I think we require for online examinations. This is intended to cover more or less traditional examinations conducted online but also to include programming examinations, the use of tools like proof systems etc. I'd like to extend this list of qualities, take into account the range of possibilities, weed out any unnecessary qualities etc.

1. Computer-based systems used in examining should ensure Data Protection principles are implemented.
   a. This could be established by making use of systems approved by Information Services Group of the University, demonstrating widespread use by other institutions, carrying out a privacy impact assessment, …
2. The contribution of computer-based systems in examining should be explainable:
   a. The outputs generated by the computer-based tools should be explained and what outputs will be generated from student inputs (e.g. what tests will be carried out, what information will be gathered from interaction with students etc, etc).
   b. A marking scheme that explains how the output of the computer-based systems will be interpreted to derive a grade or mark for the student's work (ideally how this maps to the learning outcomes assessed by the work).
   c. These together with the examination should be supplied to the external examiners.
3. Marking of online examinations should ensure the anonymity of the candidates.
4. It should possible easily to check:
   a. The identity of the individual taking the examination.
   b. That a particular mark or grade is correctly associated with a particular piece of work.
   c. The identity of the marker who marked a particular examination or component of an examination.
   d. The identity of a moderator who inspected the marking.
   e. The identity of any other person or system that has accessed the system.
5. **I'm sure this list is not exhaustive – please suggest others and criticize the list above.**