

		<p>This is for the most recent version of Respondus. https://www.jcu.edu.au/learn/guides/respondus</p>
Add Respondus practice test		A practice Respondus test should be made available for students at least to the exam period commencing. This should be located in the t folder.
Create the final exam		The Final exam should be located in the t folder. Ensure the exam has a clear title, enabling students to easily locate it on the day of the exam. E.g. TT5133 Formal Exam
Remove due date		This field has a date and time populated, it will contradict the duration of the exam, so the due date needs to be removed.
Set the final exam release conditions		Students have _____ to access and start their online exam from the exam start time (either 8:45am or 1:15pm); the release conditions set on the exam should reflect this. v•µœ }vš vš]••š š} ^^ saving, to ensure students can locate this exam, without being able to access the exam until the set start time.
Ensure Anonymous Grading is		Ensure this feature is _____ for all Formal Examinations. If this is enabled, we _____ provide technical support/allow students back into their original attempts, as their profiles are anonymous the entire duration of the examination and post examination. Respondus video footage will not be available, which includes reviewing for Academic Misconduct.
Select the grade category		The grade should be set to Exam (not Test).
Set the attempts		Attempts allowed should always be set to 1
Assessment grade setting		h v Z I š Z Z [check box. It often automatically defaults to being selected but must be _____. If it remains selected, then grades will automatically be posted.

Assessment results

