



Year 12 Trial HSC Online Open-book Assessments Student Protocols

These protocols are to be applied during the Year 12 Trial HSC online open-book assessments.

- Before starting the online assessment, make sure you have a good Internet connection.
- If you are having internet technical issues, take a photo of your screen using your mobile phone and send the photo to your teacher in an email as soon as possible.

9:20 am

- Be on-line with the Zoom platform and your Google Classroom for that subject uploaded by 9:20am.
- Make certain that you have quiet space to work away from other distractions.
- Indicate attendance by signing in through Google Classroom.

Note:

- Cameras always need to be turned off.
- It may not be your classroom teacher that is present all the time during the examination. However, the teacher present on-line will be from the same faculty and teaching that course.
- Work copied and pasted will be picked up by the Google plagiarism check.

9:30 am

- Examination paper will be uploaded into either Google forms (multiple choice questions) and Google Classroom.
- Reading time starts when instructed by the teacher.
- All communication between students and teachers will be through the Zoom chat room. Classroom teachers will respond to students requests in a timely manner.

9:35 am

- Students begin the Trial HSC online open-book assessment.
- 9:40 am start time for the Mathematics Trial HSC online open-book assessment.

10:00 am

- The supervising teacher will notify the principal of those students who are absent from the online open-book assessment.

End of
exam
reminders

- **First reminder** will to be **30 minutes** before the end of the open-book assessment task.
- **Second reminder** will be **10 minutes** before the end of the open-book assessment task.
- Students may use this time to ensure that they have submitted the Google Forms section.

Note:

- The examination will finish at the scheduled time.
- All Trial HSC online open-book assessment questions/tasks submitted will be time stamped.