



Framework and Criteria for Online Examination

Équipe apprentissage et évaluation - Programme de l'éducation à la sécurité routière

Le 13 mai 2020 – KG-MEL - Version 2.0

Driving Course : Passenger Vehicle

Criteria /Actions

→ Adaptation of the knowledge test online

- Adapt the test to facilitate its online delivery, taking into account and respecting the criteria listed here.
- Provide candidates with technological solutions to conduct the exam online, respecting the criteria listed here.

→ Integrity Declaration Regarding Online Examination

- For each candidate eligible to write the exam, receive the form *Integrity Declaration Regarding Online Examination* duly completed and sent electronically (for example: email) prior to writing the exam.

→ Number of candidates

- Limit and determine a number of candidates who will be required to write the online test simultaneously.
It is up to each school to determine the number of candidates who will write the exam at the same time for successful completion and effective supervision.

→ Candidates' Identification

- Ensure that each candidate taking the online exam is visually identified and authorized to take the exam.

→ Exam Versions to be Used (Module 5)

- Use solely two versions: the exam version and the retake 2nd version for taking the exam online, which are available on the secure SharePoint website.
- Alternate between these two versions, from one group to another.
- Log out of the SharePoint website when finished and never share your account information.

→ **Exam Integrity, Confidentiality, Cheating and Plagiarism**

Take the necessary measures for the candidate to:

- Not consult any material that is not permitted during the examination.
- Respect the granted time.
- Not receive answers to exam questions through various means.

Make sure:

- To avoid and detect cheating or plagiarism.
- That the exam is written on an individual basis, without the help of anyone.
- That the candidate does not record (in whole or in part) the questions on the test and cannot transmit them to anyone.

The masculine gender in this document is used indiscriminately and solely for the purpose of brevity.