

REMINDER FOR THE STUDENT ON PROCTORING

aero

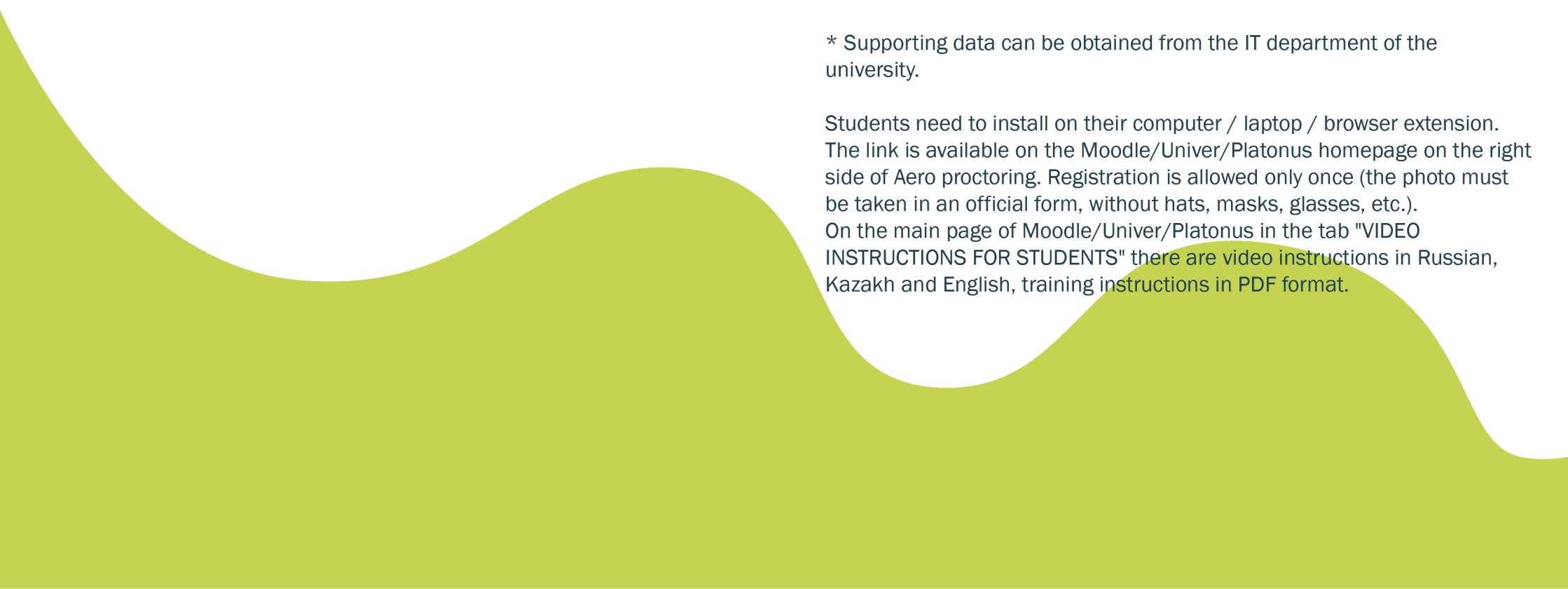
Automatic online-proctoring

Contacts:

Aeroexam Helpdesk

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support@aeroproctoring.com



AERO is the easiest cross-platform proctoring system to integrate. The system uses face recognition and computer vision technologies to automatically authenticate students, checks for cheating. The system monitors the opening of new tabs, conversations during the exam and attempts to turn off the camera. Our website recognizes speech, converts it into text and shows to the examiner after the exam.

A feature of the AERO proctoring system is that the system does not make any decisions for the teacher, the system warns the examiner about all suspicious actions and forms a convenient report.

The system has convenient integration with the automated information system Moodle, Univer, and Platonus and is already used by universities throughout Kazakhstan, Russia and Malaysia. Thanks to seamless integration with the automated information system, AERO does not have access to any confidential information: no names, no grades, no access to other confidential student data *.

* Supporting data can be obtained from the IT department of the university.

Students need to install on their computer / laptop / browser extension. The link is available on the Moodle/Univer/Platonus homepage on the right side of Aero proctoring. Registration is allowed only once (the photo must be taken in an official form, without hats, masks, glasses, etc.). On the main page of Moodle/Univer/Platonus in the tab "VIDEO INSTRUCTIONS FOR STUDENTS" there are video instructions in Russian, Kazakh and English, training instructions in PDF format.

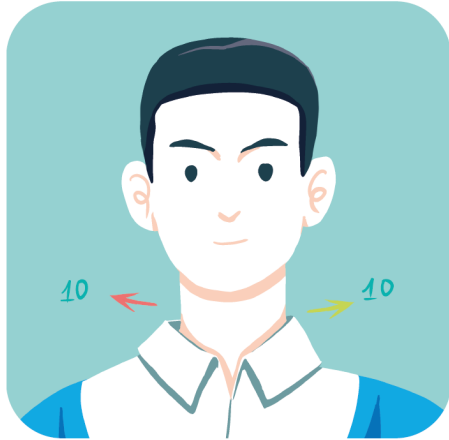
Reminder for students on proctoring with Artificial Intelligence



From a computer with a webcam or
from a laptop

Change from a computer with a webcam or from a laptop

Permitted actions:



1. Short head rotation (no more than 10 seconds);



2. Random and short appearance of strangers (up to 1-5 minutes);



3. Extraneous noise is not a violation if the noise does not carry clues for the exam;



4. Internet connection interruptions.

The student is prohibited from:

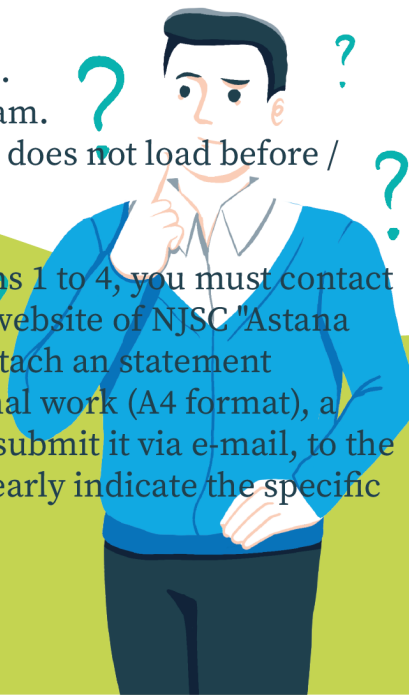
1. Using a mobile phone, tablet, smart watch, or any other electronic device;
 2. Using cheat sheets, lecture notes, books, notes, or other printed or electronic information resources;
 3. Reading the text behind the screen (if the student looks to the side and reads something);
 4. Leaving the workplace during the exam;
 5. The presence of strangers for a long time (from 5 minutes or more);
 6. Help of strangers;
 7. Substitution of the tested person by a stranger;
 8. Conversations during the exam;
 9. Copying/print screening the task from Moodle, paste prepared answers and use search engines;
 10. Opening other tabs, only can open the exam tab;
 11. Opening a browser other than the browser on which the exam is taken;
 12. Opening third-party applications (Telegram; completed doc, pdf files and etc.) (exception for an empty file (MS Word, MS Excel), if the exam requires file uploads as an answer);
 13. Use headphones (any).
- Note:** female students should wear hair up before starting the exam;
14. Disable access to camera, microphone or screen recording;
 15. Disconnect the Internet;
 16. Accept incoming calls during the exam.
 17. Closing the AERO extension;
 18. Removing the AERO extension;

In the proctoring approbation mode, the following conditions are met:

1. In the event of the above mentioned violations (1-18), the student recovers for a retake.
2. The student is allowed to retake only on the first exam / differential test / RK and once a day of the exam / the next day!
3. If the proctor makes a decision to evaluate the student's answer without violation, after viewing the proctoring report, it provides a report to the examiner. The examiner evaluates the work.
4. In case of violations (1-18) during the retake, according to the proctoring report, by the decision of the department, the student is sent to re-attend the lesson.
5. Lists of students who have violated the principles of Academic Integrity are provided to Faculties and Centers

Methods of students response in force majeure situations

1. Internet disconnected during the exam.
 2. The house light went out during the exam.
 3. Moodle automated information system does not load before / during / exam or to download answers.
 4. Disconnected, computer slowed down.
- In case of such a situation as in paragraphs 1 to 4, you must contact the proctor (contact numbers are on the website of NJSC "Astana Medical University"). The student must attach an statement addressed to the vice-rector for educational work (A4 format), a screenshot of the technical problem and submit it via e-mail, to the proctor's Whatsapp. The student must clearly indicate the specific reason of the situation.



Sample statement:

I, _____ Full name of student
_____, student / intern / resident / master /
doctoral student _____ group in the specialty
_____, during the exam on the
Moodle/Univer/Platonus platform ___ exam date ____ year from ___
hours ___ minutes ___ to _____ hours _____ minutes in discipline
_____, the following problem
occurred:
____ I lost the Internet connection.
____ The house light went out during the exam.
____ Moodle automated information system does not load before /
during / exam or does not download answers.
____ Disconnected, computer slowed down.
____ Another reason.

5. I can't register.

The student writes in the extension help window, either by calling the phone number +7 778 466 9860, or by emailing support@aeroexam.org. A call will be made to Zoom to resolve the issue.

In case of technical problems - issues will be resolved within 2 (two) business days.

6. Can't give access to equipment.

The student writes in the extension help window, either by calling the phone number +7 778 466 9860, or by emailing support@aeroexam.org. A call will be made to Zoom to resolve the issue.

In case of technical problems - issues will be resolved within 2 (two) business days.

7. The system does not start due to unsuccessful authentication. The student writes in the extension help window, either by calling the phone number +7 778 466 9860, or by emailing support@aeroexam.org. A call will be made to Zoom to resolve the issue.

In case of technical problems - issues will be resolved within 2 (two) business days.