

## Keeping Online Students Honest

As you plan to give online tests or exams in your courses, one question you may be asking yourself is, “How can I prevent academic dishonesty?”

Here are some best practices for online courses that can help you keep your online students honest:

1. Make students aware of the academic integrity policies that apply to your online course.
2. Clearly define what academic dishonesty means for your online course.
3. Include that definition in your revised syllabus, and communicate it with your students.
4. Add a statement at the end of all tests and exams saying that by submitting their answers, students are certifying they followed your academic integrity policy.
5. For multiple-choice tests, create a bank of questions that is larger than the number of questions on your test or exam; then randomize questions and answer choices.
6. For exams with short-answer and essay questions, consider:
  - a. Making them open-book so that students are required to go beyond the information in the textbook, lectures, and notes.
  - b. Requiring students to include personal experiences in their answers to show they understand the content.
7. Tighten the time limit of your exams and quizzes so that students do not have time to look for answers elsewhere. However, increase the window of opportunity for students to actually take your exams or tests in order to accommodate schedule disruptions caused by the current pandemic.