



Online Feedback and Assessment Testing System (FAT)

Academic Guide

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For more information regarding programs and services offered by the TLU, please visit the TLU web site at: <http://tlu.ecom.unimelb.edu.au/>

1. Introduction

Thank you for your interest in the Feedback and Assessment Testing (FAT) system.

The FAT system allows you to provide Internet-based tests to students in your subject(s) throughout the semester. Two types of tests are currently available — assessment tests and feedback tests.

Assessment tests are official assessment tasks that contribute to students' end-of-semester mark. Assessment-based tests are usually allocated a time limit and can only be performed once.

Feedback tests are used for several reasons, including:

- As revision exercises for students throughout the semester.
- As practice tests in preparation for an online assessment test.
- As practice tests in preparation for an end-of-semester exam.
- As a follow up to an online assessment test (using the same set of questions).

Students will receive more feedback on their performance if assessment tests are released as feedback tests immediately following each test period. In addition, students have registered their appreciation of this feature in the end-of-semester Quality of Teaching Surveys.

Both assessment and feedback tests can consist of any combination of these question types:

1. Multiple choice with only one correct answer (the system supports any number of possible answers for a question).
2. True/False.
3. Multiple answer (similar to multiple choice except that more than one answer must be selected to answer the question correctly). The number of answers required is displayed at the top of the screen.

2. Why use the FAT system?

There are several high-level benefits of using FAT, for both students and lecturers. The FAT system:

- Forces students to revise their lecture notes and textbook throughout the semester, reinforcing the test topic.
- Provides incentive for students to study during the whole semester because they can easily gauge how they're going during the semester.
- Increases knowledge retention because students are working consistently on the subject.
- Provides you with another method of providing feedback to students
- Helps students to understand how they are performing in the subject and helps them to develop more consistent study habits through regular tests.
- Allows you to quickly and easily identify any areas students are having difficulty with. This is particularly important if the concept being tested is crucial to the understanding of upcoming topics in the subject.

3. Student support

Students have easy access to technical support through a link on the top right-hand side of the FAT window. Clicking on this link displays an online form that enables students to provide their details and a description of the problem. In most cases, technical support will respond to a request within one business day.

Most students will not experience a problem when using the FAT system, however when an assessment test is available over several days, **students should be advised to sit the test earlier in the test period** to give technical support time to respond while the test is still available.

4. Registering for the FAT system

The registration and set up of FAT follows this procedure:

1. Academic fills in the *FAT Test Details Form* and provides question details.
2. The Teaching and Learning Unit (TLU) sets up your subject(s) and test(s) to meet your requirements.
3. Students access the tests as per your instructions.
4. The TLU emails you the test results in an Excel spreadsheet at the end of each test period.

Submitting tests to the TLU

Please complete the *FAT Test Details Form* so we can properly understand your requirements. This document includes a template for entering test questions, however you can also supply your questions in another format, such as a Word, PDF, or Excel document. If you supply the questions in your own format, you must ensure that the questions and answers are clearly laid out, with the answer(s) obviously highlighted (e.g. use an asterisk or bold text to highlight the correct answer).

If you have any queries about the *FAT Test Detail Form* or supplying your questions, please contact:

Paul Andonov
Teaching and Learning Unit
Phone: 8344 3646
Email: pandonov@unimelb.edu.au

Copyright

If you have collected the questions from more than one external source or publication then you must provide a copyright acknowledgement for each question. If the test comes from one external source, then you only need to provide one, overall copyright message (within the *FAT Test Details Form*).

Results

The TLU will email your students' test results to you in an Excel spreadsheet at the end of each test period (you nominate the date and time that each test will be released and removed on the *FAT Test Details Form*).

The Excel spreadsheet contains the following information:

- Student ID
- First name
- Last name
- Score (number of questions answered correctly)
- Total (number of questions displayed)

Providing question details

- Use the two templates (tables) below to enter your questions in a separate Word or PDF document (copy and paste the tables). Alternatively, you can supply your questions in another format as long as all of the required information is included.
- Test questions should be emailed to pandonov@unimelb.edu.au along with the *FAT Test Details Form*.

Questions pools

Most tests consist of a single set of questions. However, it is possible to separate questions into categories or pools (eg. Easy, Moderate, Hard or Chapter 1, Chapter 2, etc.), and display a specific number of questions from each pool.

Complete this first template for each pool of questions included in the test.

Note: If the test consists of one set of questions then you only need to fill in the **Number of questions to ask** field in the *FAT Test Details Form*.

Template 1

Pool no.: [Type pool no here]
Pool name: [Type pool name here]
Number of questions to ask: [Type number of questions here]
Randomise pool questions: [Type Yes/No here]

Questions

Complete the following template for each question included in the pool/test.

Definitions:

- **Pool no.:** Leave this field blank if your test consists of only one set of questions.
- **Question no.:** This is the order that the questions will be entered into the FAT system. If the questions are not randomised then questions will be displayed in this order.
- **Copyright message:** This message will be displayed below each question using small text. Leave this field blank if you are not required to provide a copyright message, or if the copyright message is the same for all questions (in which case you need to provide the copyright message in the *FAT Test Details Form*).
- **Feedback text:** If you answered “Yes” to **Provide customised feedback** then the text you provide in these fields will be displayed. If you leave this field blank then students will only receive “This answer is correct” or “This answer is incorrect” as feedback.

Template 2

Pool no: [Type pool no here] Question no.: [Type question order here] Question text: [Type question text here]		
Answer	Feedback	Correct
[Type answer text a) here]	[Type feedback text a) here]	YES/NO
[Type answer text b) here]	[Type feedback text b) here]	YES/NO
[Type answer text c) here]	[Type feedback text c) here]	YES/NO
[Type answer text d) here]	[Type feedback text d) here]	YES/NO
[Type answer text e) here]	[Type feedback text e) here]	YES/NO
[Type answer text f) here]	[Type feedback text f) here]	YES/NO
[Type answer text g) here]	[Type feedback text g) here]	YES/NO
Copyright message: [Type copyright message here]		