

Follow these recommendations to ensure academic integrity in online tests in your SAM course.

Configure the settings for secure testing while scheduling an exam.

### **Time Limit**

Set a time limit for your test or assignment. Time limits give students less time to search for answers they do not already know.

In the Scoring and Delivery Options, enter the time limit students have to complete the assignment.

#### **More information**

[help.cengage.com/sam/instructor/add-exam.html](https://help.cengage.com/sam/instructor/add-exam.html)

### **Password Protection**

Set a password to be sure your students cannot access tests ahead of time. Students will not be able to begin the test until you share the password.

#### **More information**

[help.cengage.com/sam/instructor/add-exam.html](https://help.cengage.com/sam/instructor/add-exam.html)

### **Limit Availability**

Make tests available for a short window of time. If tests are available for a long time, students have more opportunity to share answers. A short window of availability means students begin their tests at the same time and prioritize their own work.

Under Select Available/Due dates, set the date range to the same date with only the appropriate number of hours in between.

#### **More information**

[help.cengage.com/sam/instructor/add-exam.html](https://help.cengage.com/sam/instructor/add-exam.html)

### **Shuffle Questions**

Shuffle the question order for each student. Shuffled questions make it difficult for students to share answers.

In the Scoring and Delivery Options, set the exam to randomize tasks/questions.

#### **More information**

[help.cengage.com/sam/instructor/add-exam.html](https://help.cengage.com/sam/instructor/add-exam.html)

### **Limit Feedback**

Do not allow any feedback on students' test performance until after the test is closed. Students that finish their tests early can use this feedback to assist those still taking the test.

Specify when students can view reports. Set the start date and time for after all students have completed the exam.

#### **More information**

[help.cengage.com/sam/instructor/add-exam.html](https://help.cengage.com/sam/instructor/add-exam.html)

### **Incident Reporting**

Project incident reports identify project file submissions that might contain non-original work. They find submitted project files with different identifiers than the start file.

#### **More information**

[help.cengage.com/sam/instructor/project-incident-reports.html](https://help.cengage.com/sam/instructor/project-incident-reports.html)