

Frequently Asked Questions (FAQs)

What is IRIS?

IRIS or Intelligent Remote Invigilation System is a computer program that can record the audio, video and screen of students' work environment during online tests and flag behaviour that may show academic dishonesty. This helps provide educators with greater assurance of assessment integrity, while allowing students to work in a convenient location of their choosing.

How does IRIS work?

During an online test or exam, IRIS records the audio signal from the student computer's microphone, video signal from their webcam and takes successive screenshots of what the student is seeing on their computer screen. Facial markers are identified and tracked to determine the orientation of the student's head and eyes during the test. IRIS analyses the recorded information and flags behaviour that may indicate unusual behaviour and potential academic dishonesty.

Why do I need to use IRIS in my unit?

Your intuition is implementing IRIS to ensure that students are not breaching academic integrity standards when they are taking online tests and exams. IRIS facilitates invigilation for online students during assessments, regardless of their location and helps to ensure greater invigilation equity between online and on campus modes of study.

What equipment do I need to use IRIS?

Your computer must have a functioning microphone and webcam and recording of sound and video must be enabled and not obstructed at any time. You must also have the freely available Google Chrome browser and the free IRIS plugin (extension).

Why do I need to use Google Chrome?

You will need to use the Google Chrome browser because IRIS uses a Google Chrome browser plugin (extension) to access your webcam, microphone and screen. IRIS has been developed in this way so that you do not have to download bulky or costly software packages onto your computer. If you do not have Google Chrome, please download the free software here:

<http://www.google.com/chrome/>

Where do I find the plugin to make IRIS work?

Navigate to the Google Chrome Web Store located here:

<https://chrome.google.com/webstore/category/extensions>

Search for IRIS@Curtin or Curtin Intelligent Remote Invigilation System in the Chrome web store and download and install the IRIS@Curtin plugin (extension) from the Chrome Store.



IRIS@Curtin

Offered by: Curtin University

★★★★★ 0 | Social & Communication

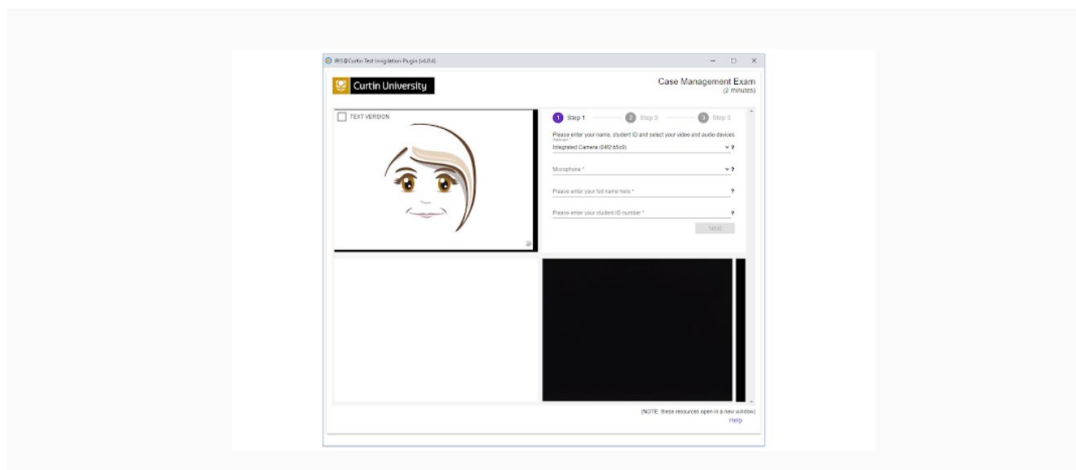
Add to Chrome

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Add "IRIS@Curtin"?



It can:

Read and change all your data on the websites you visit

Communicate with cooperating websites

Capture content of your screen

Add extension

Cancel

Why do I need my student ID?

As part of the invigilation process we will take a screen capture of your student ID to ensure the person taking the test is the person that should be sitting it. If you do not have a student ID, you must immediately obtain one through your institution.

Is someone looking at me through the camera in real time?

No. Nobody is looking at you through the camera while you are completing your assessment. Your web-camera, audio signal and screen are being recorded by IRIS during your test and stored on your computer. This recording is then uploaded to a database on a secure server that can only be accessed by your instructor or authorised institutional staff. The recording is reviewed to ensure assessment integrity and is not used or made available for any other purpose.



Who is watching my recordings?

Your web-camera, audio signal and screen are being recorded by IRIS during your test and this recording is then uploaded to a database on a secure Curtin server that can be accessed only by your instructor or authorised staff. Your instructor will then review the recording to ensure that you have followed the principles of academic integrity during your online assessment. Your recording will never be shared publicly and is treated as confidential information just like any other piece of work that you submit for an assessment. If you are suspected of cheating, the recording could become evidence in relation to this potential breach of academic integrity. During the investigation process, authorised staff outside of the unit may view the recording. This might include the investigating and/or authorised officer and ultimately the members of the student discipline panel.

Where are my recordings stored? Are they safe?

Your recordings are stored on a secure Curtin server and are only accessible to the teaching team or authorised staff for your unit that is using IRIS. Your recordings are treated as confidential material just like all of the other assessment material that you submit. Your recordings will never be shared publicly or be used for any purpose other than ensuring the integrity of the assessment. If you are suspected of cheating, the recording could become evidence in relation to this potential breach of academic integrity. During the investigation process, authorised staff outside of the unit may view the recording. This might include the investigating and/or authorised officer and ultimately the members of the student discipline panel. Your recordings will be kept for approximately seven years and then they will be destroyed.

How can I ensure that my recording will be successful?

Your computer must have a functioning microphone and webcam and recording of sound and video must be enabled and not obstructed at any time. If you are using the correct browser with the IRIS plugin enabled, the software will start and stop automatically when taking your test within Blackboard. Do not manually close the IRIS pop-up window as this will interfere with the invigilation process.

In addition, please ensure the following conditions are adhered to:

- a well-lit room, your face should be adequately lit and not be in shadow
- a quiet room, no music playing
- remove any hats/hoods (religious headgear is exempted from this requirement)
- do not wear headphones or earbuds
- avoid placing your hands on your face during the test
- no other people in the room, no communicating with others by any means
- clean desk or table, nothing on the desktop except the computer and the authorised material as per the Unit Outline or specified in the disclaimer statement for each test
- no other electronic devices
- do not leave the room during the test.

How do I know when the recording has uploaded successfully?

Once you have completed answering your test questions, clicking on the test's 'finish' button will begin the process. The IRIS window will close by itself when the upload is successful. Please do not manually close the IRIS window as this may interfere with the upload process. Below are screenshots of what you will see.

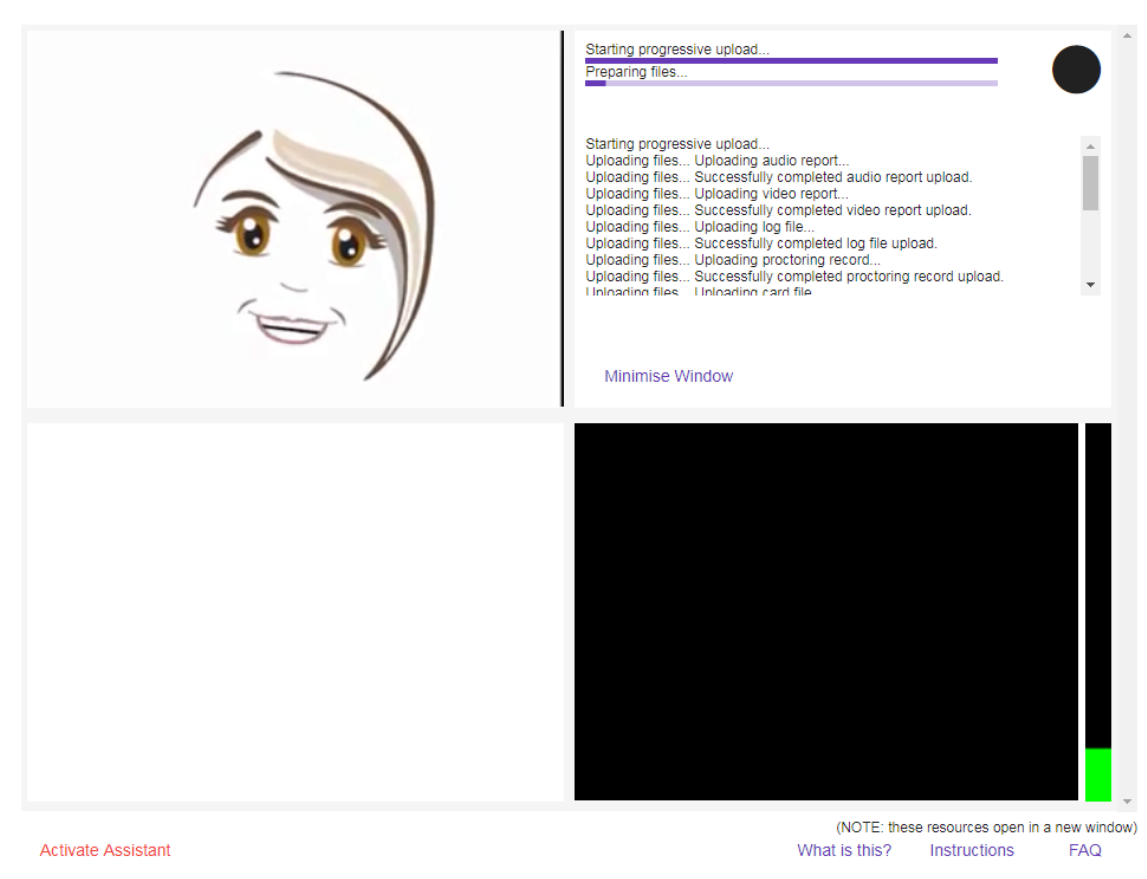


- Clicking “OK” at the test submission confirmation pop-up message box will prompt IRIS to stop recording and commence the upload of the recording.

Click cancel to return to the test. Click OK to submit assessment.



- At the end of the upload, IRIS will advise you that it is done, and will close the invigilation window automatically. The invigilation process is now complete and the IRIS system is non-functional until the next time you take an assessment that requires IRIS.



What happens if I don't use it?

If you are taking a unit that requires the use of IRIS, you will need to use the system to access your online tests. There is a password that is auto-populated by IRIS, which will allow you to access your test in the learning management system. If you do not set IRIS up, you will not be able to access the Blackboard test. If you complete any assessment without the compulsory IRIS recording, the assessment will not be marked and you will receive a zero for the assessment.

What happens if it doesn't work correctly?

To ensure that the program will work successfully we recommend that you carefully follow the IRIS set up instructions and complete the demonstration eTest in the learning management system. If you are using the Chrome browser, have installed the plugin, have completed the demonstration test and are still having technical issues with IRIS, please close your browser window and try



reopening it. You also may need to clear your browser history (browser cache). If this does not work please send screenshots and a description of your issue to your unit coordinator.

What if something happens while I am taking my test?

It is recommended that you structure your environment for test taking before you begin your assessment. This includes ensuring:

- a well-lit room, your face should be adequately lit and not be in shadow
- a quiet room, no music playing
- remove any hats/hoods (religious headgear is exempted from this requirement)
- do not wear headphones or earbuds
- avoid placing your hands on your face during the test
- no other people in the room, no communicating with others by any means
- clean desk or table, nothing on the desktop except the computer and the authorised material as per the Unit Outline or specified in the disclaimer statement for each test
- no other electronic devices
- do not leave the room during the test.

If an unforeseen incident occurs while you are taking your test, such as a person entering the room, please contact your unit coordinator with details explaining the event. You should view taking assessments with IRIS in the same manner as you would taking an invigilated assessment on campus. For example, information quoted from Curtin University's [Assessment and Student Progression Manual](#) pages 36-38 requires:

- 2.2 Students will not be permitted to sit an examination without a valid Student ID Card. The exception being, a student at a location where it is not possible to obtain a replacement Student ID Card, will provide an alternative photographic ID such as a driver's licence or passport as identification until a Student ID Card can be obtained.
- 2.4 Examinations will be conducted in venues that are conducive to the examination process.
- 2.13 The use of any materials (e.g. calculators) will be noted on the examination paper. Only authorised materials that are specified will be brought into the venue.
- 2.17 All hats and caps are to be removed and placed in bags unless relating to obligatory religious requirements.
- 2.27 Students will adhere the invigilator's instructions throughout the examination.
- 2.28 During an examination a candidate will not:
 - Communicate with any other student (unless required to do so);
 - By any improper means obtain, or endeavour to obtain, assistance in their work;
 - Give, or endeavour to give, assistance to any other students; and
 - Behave in such a manner inconsistent with Student Charter or the proper conduct of the examination.
- 2.29 During an examination, students are prohibited from:
 - Accessing or using any mobile phone or unauthorised electronic device;
 - Accessing or using any device capable of storing information or connecting with another device, including but not limited to electronic devices;
 - Accessing or using any notes or unauthorised materials;
 - Using any device capable of communicating with another person inside or outside of the venue;and
 - Interacting or colluding with any other person inside or outside the venue



- 2.30 If a student undertakes any action that may be considered potential misconduct it may result in one or more of the following immediate actions:
- 2.31 The matter may be dealt with as misconduct in accordance with Statute 10 and the relevant Rules.

What if IRIS picks up two faces?

IRIS will sometimes pick up faces in your background environment. This may occur if there is art or other patterns on the wall within the cameras view that resemble a face. If you see that this is occurring in your recording, we advise you to remove or cover the object, or try and alter the camera angle to have a background with minimal potential interference.

What do I do if I am worried about the recording?

If something went wrong while you were taking your test or you have concerns about your test not uploading correctly please contact your unit coordinator.