

# The 6 Steps You Should Follow

to digitize your assessment process



e-Exams are among the top 7 trends of Edtech this 2018. More than simply digitizing the exams you give to your students, more than making them pass the exams on their laptops, it is about improving learning and simplifying exam creation, grading and taking for everyone.

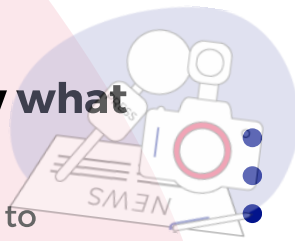
Choosing e-Exam is right. But implementing an e-Exam solution can be difficult as previously said. To be sure you'll get it right, they're 6 steps you must follow.



## 1 Everyone must know what an e-Exam is

Transparency is key. Explain to everyone why you want to try e-Exams, what it is and what they'll benefit from this. Explain how you'll process the integration. Make sure to propose additional formations.

Communicate. Plan. Process.



## 2 Don't be scared by conservatism, it takes a little time to change habits

It takes a little time before everyone adopts an e-Exam solution. We calculated that after 3-5 tests/ exams, the large majority of an institution adopted the solution.

In higher education, we found that the most conservative population would be a minority of professors having difficulties using digital tools. The reject expressed was, in fact, a consequence of a lack of formation.



## 3 If you can test it on a language course first...

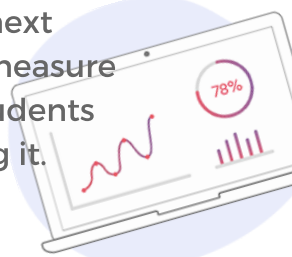
Language learning is the best kind of course you can run tests on, using e-Exam solutions. The obvious reasons are that:

- classes are generally smaller, which facilitates the adoption from students and the collection of their feedback
- students in language classes must take a lot of tests, from simple MCQs to writing and oral expression assessments
- thus you'll have results fast and be sure you can go to next phase



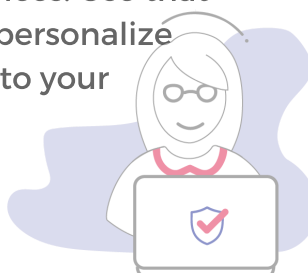
## 4 Then on a Program, before implementing it to your whole school

Implementing an e-Exam solution to a whole program is the next phase. Make sure you can measure improvement from your students and professors before doing it.



## 5 Ask for support

You can't be alone, ask regularly support to the people who brought you the solution. They know the solution better than you do. And generally, it is notably for us, support, meetings and formations are included in the services. Use that help to better use and personalize the solution according to your needs.



## 6 Use feedback to benchmark your evolution

Students and professors feedbacks are extremely precious in order to entertain a continuous improvement of your learning quality. How can you improve e-Exams, how can you better understand your students and professors needs without feedbacks? Must you change your digital provider? Must you focus on Learning Analytics? Try to get as much feedback as possible.

