# HOW TO UPLOAD DATA PICTURE/ MODIFIED OSPE IN I-TA'LEEMC?

## KULLIYYAH OF MEDICINE EXPERIENCE

TIME FOR REVIEW

DR NOUR EL HUDA ABD RAHIM
DEPT. OF BASIC MEDICAL SCIENCES,
KULLIYYAH OF MEDICINE
& CENTE FOR PROFESSIONAL DEVELOPMENT
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA

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# PREFACE

When the Covid-19 pandemic hit Malaysia in March 2020, the higher education institutions were closed following the Movement Control Order. The teaching and learning including assessment for and of learning were performed online. The Emergency Remote Teaching and Learning (ERTL) Exam Unit, Department of Basic Medical Sciences, Kulliyyah of Medicine, International Islamic University Malaysia was initiated to research and establish an optimum online assessment system for the department. We were then ready to befriend i-Ta'leEMc, which was foreign to us. The journey was long and arduous and we wish that this e-Book shall help our comrades to pave the pathway to optimize the Quiz feature in i-TaleEMc for the online assessment purpose.

# ACKNOWLEDGEMENT
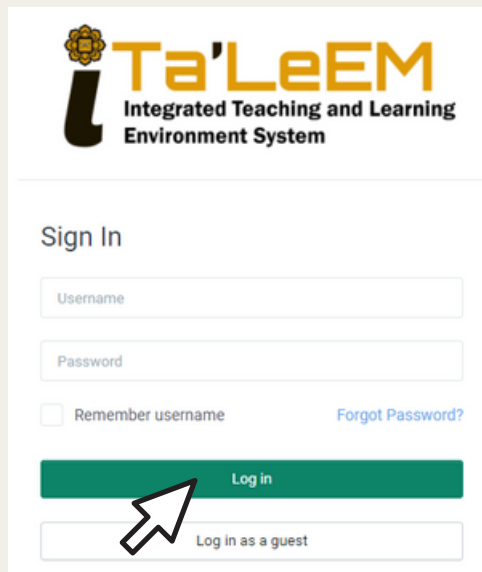
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# LOGGING IN TO I-TA'LEEMC



The first step is to log in to your account in i-Ta'leEMc.

1. Open the website https://italeemc.iium.edu.my

HTTPS://ITALEEMC.IIUM.EDU.MY

# LOGGING IN TO I-TA'LEEMC



2. Key-in your username and password and click "Log in".

# CHAPTER 01

Creating the Quiz

# CREATING THE QUIZ

1. At the landing page, scroll left or right in the "Course overview" section
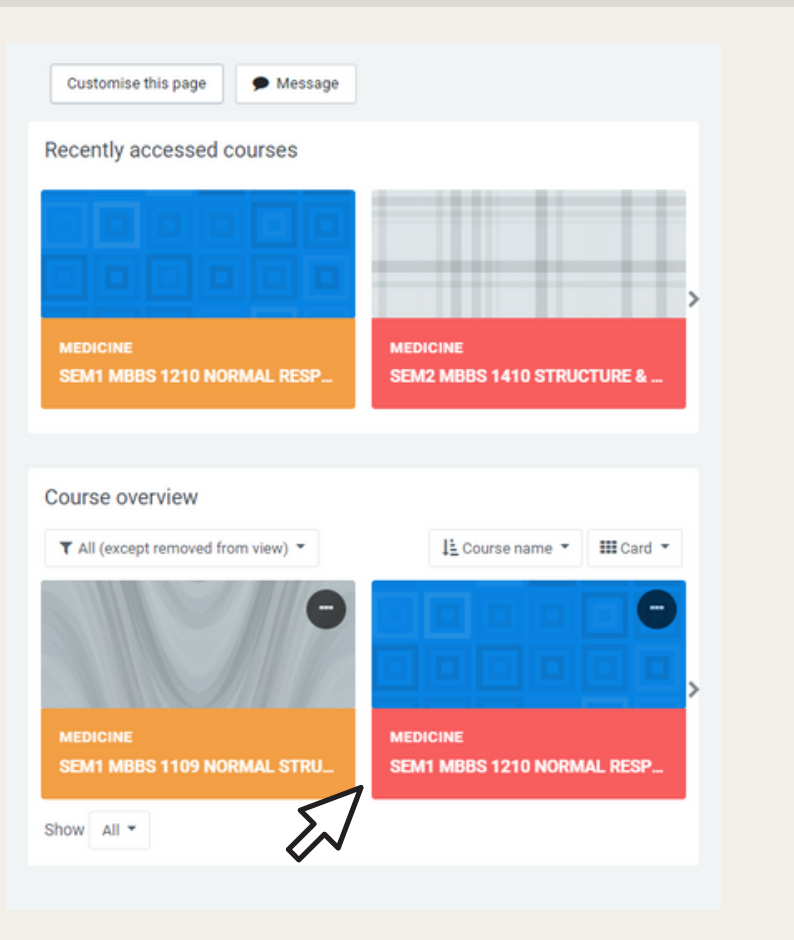
# CREATING THE QUIZ

2. Select the Course of interest. For example, "MBBS 1210 NORMAL RESPONSE AND PROCESS TO DISEASED STATE".

## SEM1 MBBS 1210 NORMAL RESPONSE AND PROCESS TO DISEASED STATE

Dashboard / My courses / MBBS 1210 SEM1

**154** ENROLLED STUDENTS

**0** STUDENTS COMPLETED

**2** IN PROGRESS

**152** YET TO START

### General

Teachers

Announcements

Y1B2 MID BLOCK ASSESSMENT RESULT

# CREATING THE QUIZ

3. Click on the setting icon and select Turn editing on.

# CREATING THE QUIZ

## 4. Click on Add Section and name the section

# CREATING THE QUIZ

## 5. Add an activity in the new section
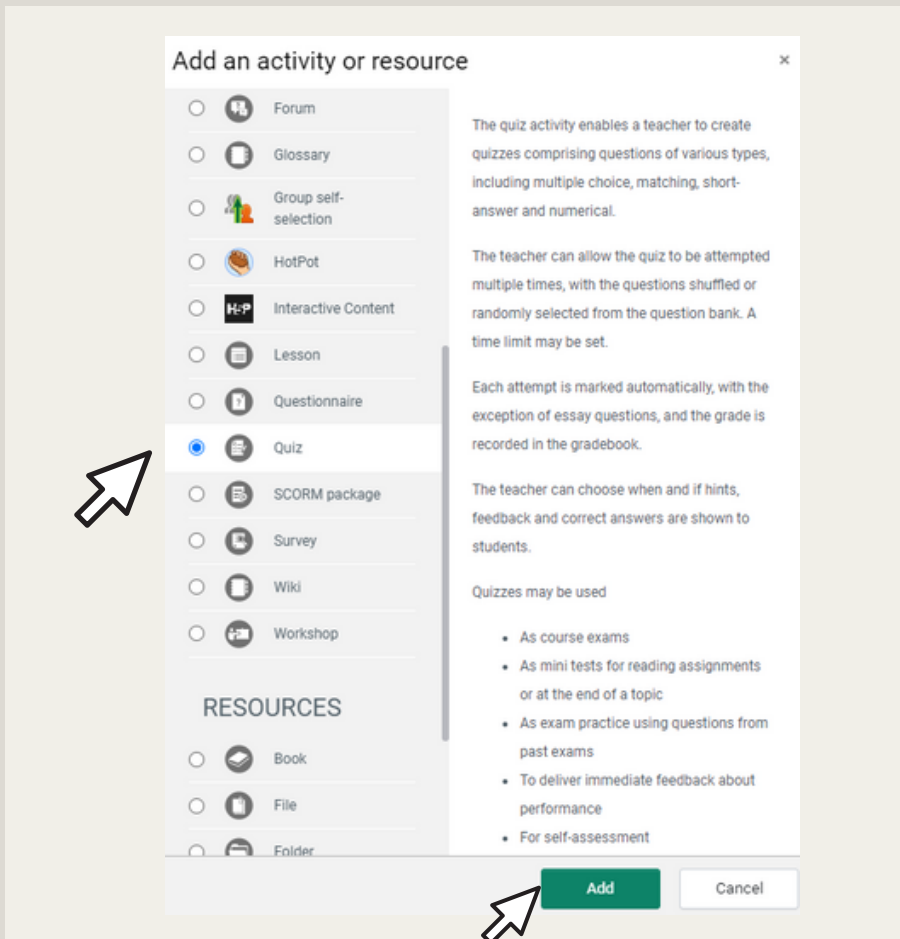
# CREATING THE QUIZ

4. Select the activity as "Quiz" and click "Add".

# CREATING THE QUIZ

5. Name the "Quiz" and the description of the paper



SEM1 MBBS 1210 NORMAL RESPONSE AND PROCESS TO DISEASED STATE
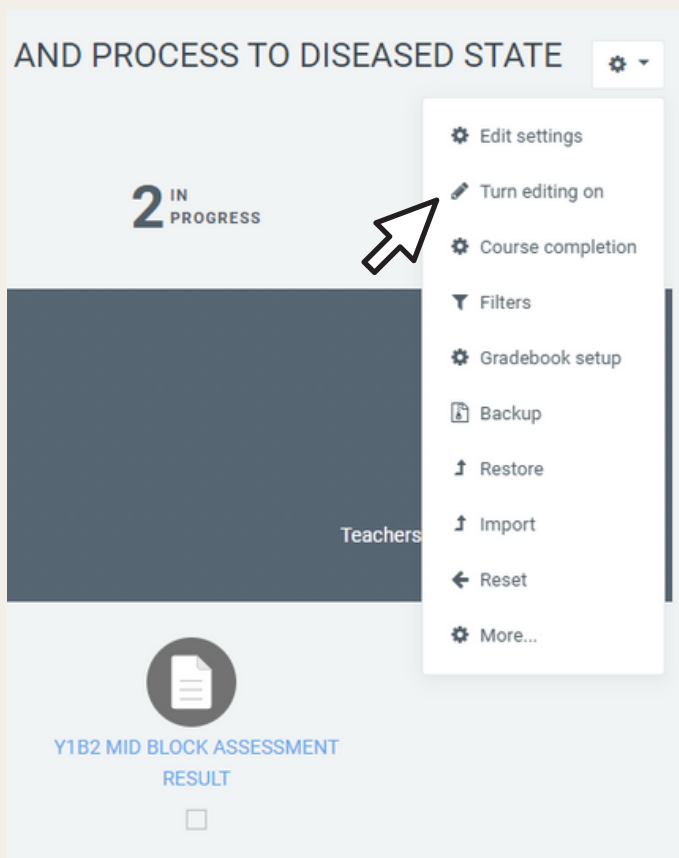
Dashboard / My courses / MBBS 1210 SEM1 / MBBS 1210 OSPE
/ Adding a new Quiz to MBBS 1210 OSPE

## ⊙ Adding a new Quiz to MBBS 1210 OSPE❓

▶ Expand all

▼ General

Name ❗  OSPE PAPER 1

Description

**Instruction**

- This is a **SINGLE ATTEMPT QUIZ**
- This quiz has **20 questions.**
- You **MUST** answer all questions.
- Time allocated is **40 minutes.**
- You **CANNOT 'Back'** or change your answers once you have moved to the next answer.
- If you 'Flag' the question, you CANNOT REATTEMPT

☑ Display description on course page ❓

# CREATING THE QUIZ

6. Fill in the timing as per schedule.

## ▼ Timing

**Open the quiz**   ❓

| 20 ⇕ | July ⇕ | 2021 ⇕ | 09 ⇕ | 00 ⇕ | 📅 ☑ Enable |

**Close the quiz**

| 20 ⇕ | July ⇕ | 2021 ⇕ | 10 ⇕ | 06 ⇕ | 📅 ☑ Enable |

**Time limit**   ❓

| 0 | minutes ⇕ | ☐ Enable |

**When time expires**   ❓
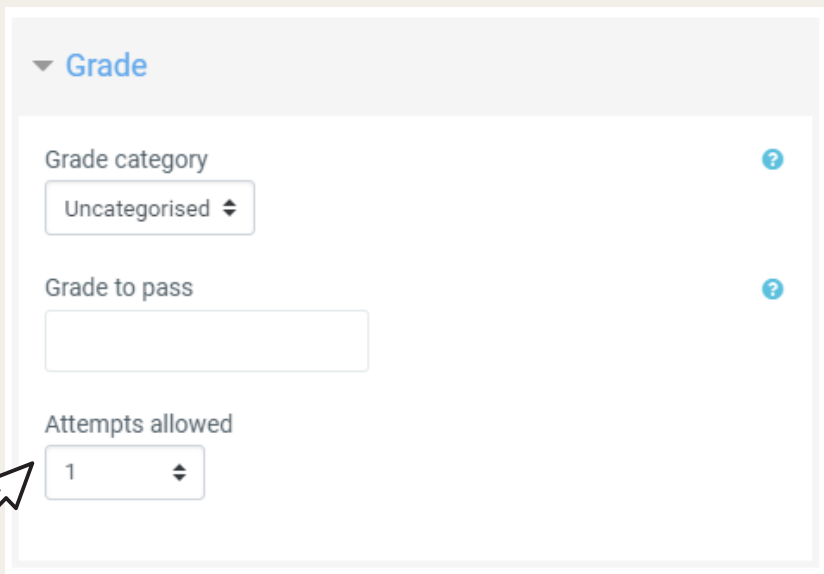
There is a grace period when open attempts can be submitted, but no more que ⇕

**Submission grace period**   ❓

| 10 | minutes ⇕ | ☑ Enable |

# CREATING THE QUIZ

7. Be sure to select Attempts allowed as 1.

## ▼ Grade

Grade category                                        ❓
Uncategorised ⬍

Grade to pass                                         ❓

Attempts allowed
1 ⬍
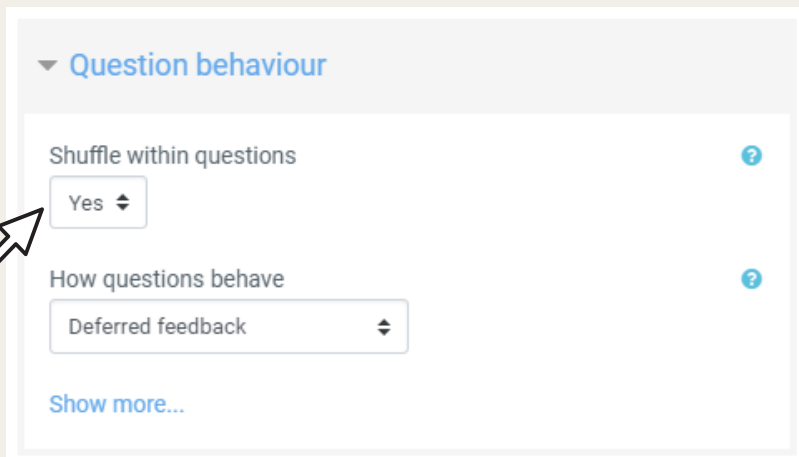
# CREATING THE QUIZ

8. For the Layout, select "Sequential" for Navigation Method to make the question no turning back.

## ▼ Layout

New page                                    ❓

Every question                          ⬍

Navigation method                      ! ❓

Sequential ⬍

Show less...
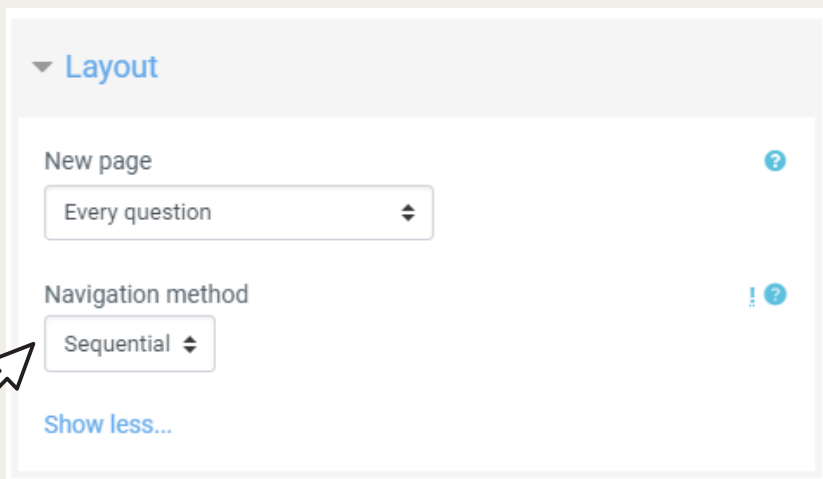
# CREATING THE QUIZ

9. For the question behaviour, select "Yes" to shuffle within questions.

# CREATING THE QUIZ
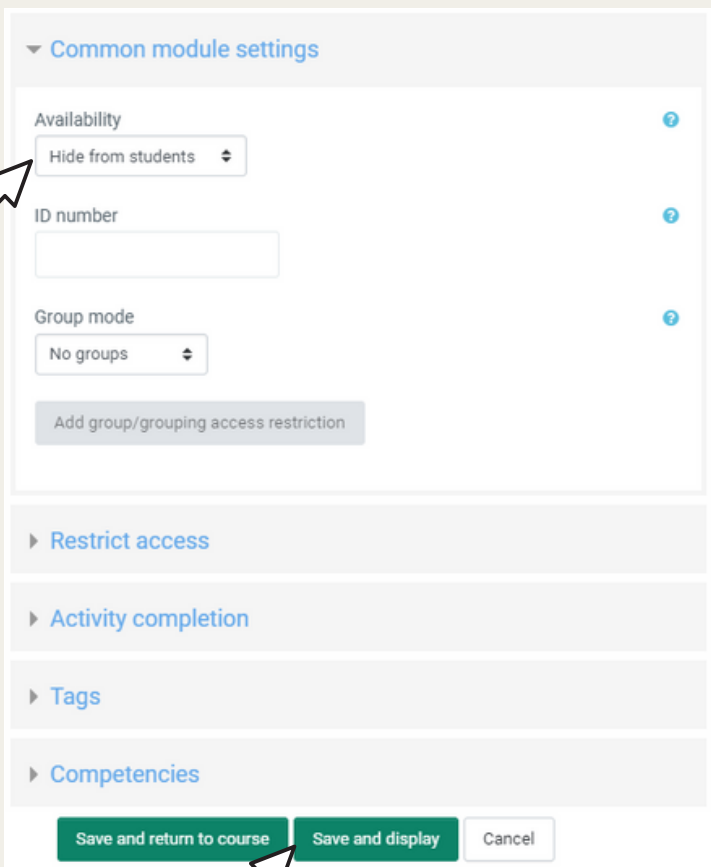
10. For the review options, untick all options.



▼ **Review options** ❓

During the attempt
- ☑ The attempt ❓
- ☑ Whether correct ❓
- ☑ Marks ❓
- ☑ Specific feedback ❓
- ☑ General feedback ❓
- ☑ Right answer ❓
- ☐ Overall feedback ❓

Immediately after the attempt
- ☐ The attempt
- ☑ Whether correct
- ☐ Marks
- ☑ Specific feedback
- ☑ General feedback
- ☑ Right answer
- ☐ Overall feedback

Later, while the quiz is still open
- ☐ The attempt
- ☑ Whether correct
- ☐ Marks
- ☑ Specific feedback
- ☑ General feedback
- ☑ Right answer
- ☐ Overall feedback

After the quiz is closed
- ☐ The attempt
- ☑ Whether correct
- ☐ Marks
- ☑ Specific feedback
- ☑ General feedback
- ☑ Right answer
- ☐ Overall feedback

# CREATING THE QUIZ

11. For the common module settings, select the availability as "Hide from students". The quiz can be shown on the quiz is completed. Click on "Save and display".

# CHAPTER 02
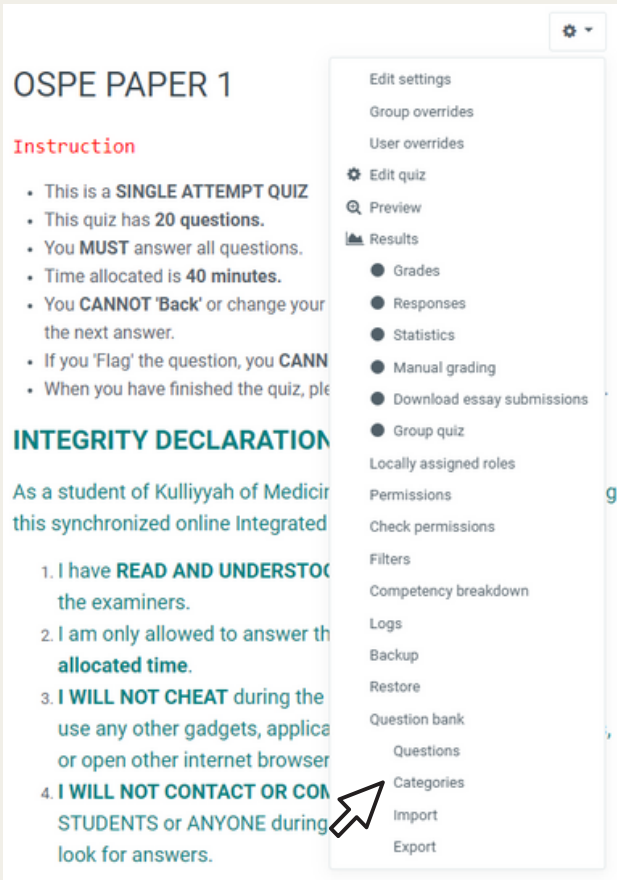
Creating Question Bank

# CREATING THE QUESTION BANK

1. No questions added yet. Go to the Question Bank by click on the ⚙ (setting) icon and select "Categories".

# CREATING THE QUESTION BANK

2. Select the Parent Category and name the Category.
Click "Add category'.

## ▾ Add category

Parent category                                    ❓

    Default for MBBS 1210 SEM1 (62)                ⬍

Name                                               ❗

    OSPE PAPER 1

Category info

| ⭳ | A▾ | B | I | ✎▾ | ☰ | ☰ | ⚲ | ⚲ | 🖼 |
|---|----|---|---|----|---|---|---|---|----|

ID number                                          ❓

**Add category**

# CREATING THE QUESTION BANK

3. "Create a new question" in the Question Bank.

# CREATING THE QUESTION BANK

4. Select "Essay" as the question type.
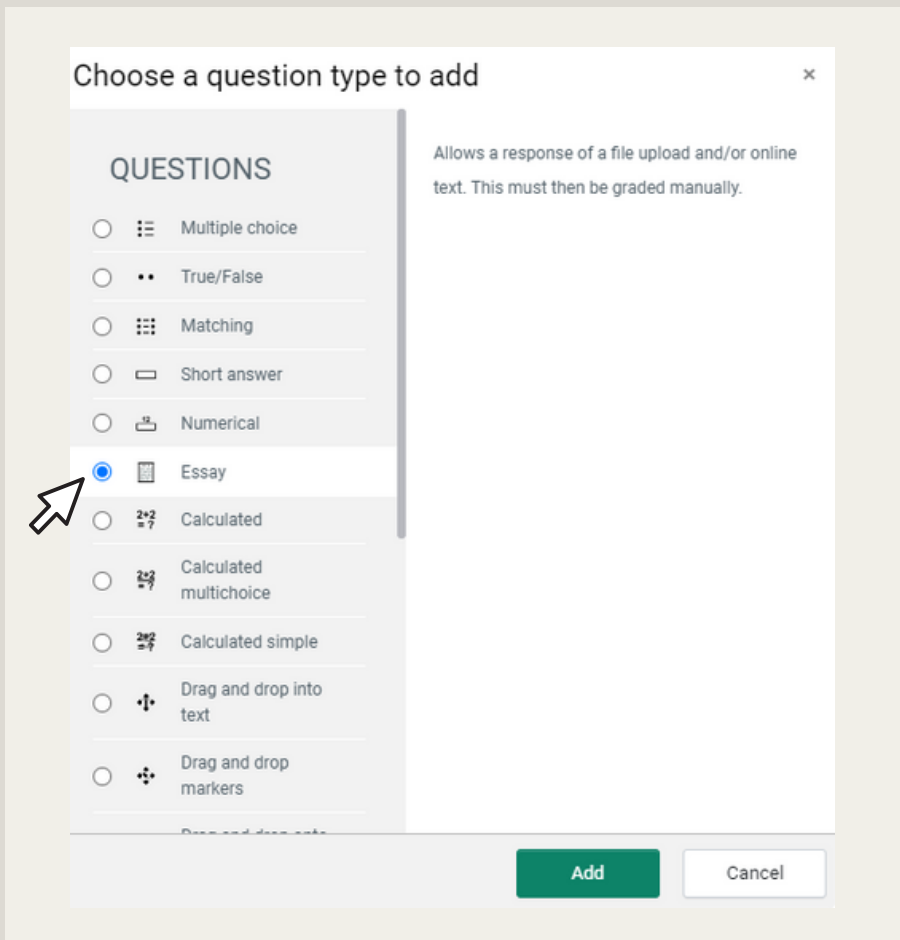
# CREATING THE QUESTION BANK

5. Write the Unit and the name of the lecturer for the "Question name". Copy and paste the question from the MS word to i-Ta'LeEMc and edit in the "Question text" accordingly.

## Adding an Essay question⊙

▶ Expand all

▼ General

Category

OSPE PAPER 1 (10)

Question name ❗

Question text ❗

# CREATING THE QUESTION BANK

6. For the Response Options, edit the "Input box size" to
15 lines up 40 lines according to suitability.

### Response Options

**Response format**

HTML editor

**Require text**

Require the student to enter text

**Input box size**

15 lines

**Allow attachments**

No

**Require attachments**

Attachments are optional

**Accepted file types**

### Accepted file types

Accepted file types | Choose | No selection

7. Copy and paste the question from the MS word to i-Ta'LeEMc and edit in the "Information for graders". Click "Save changes".
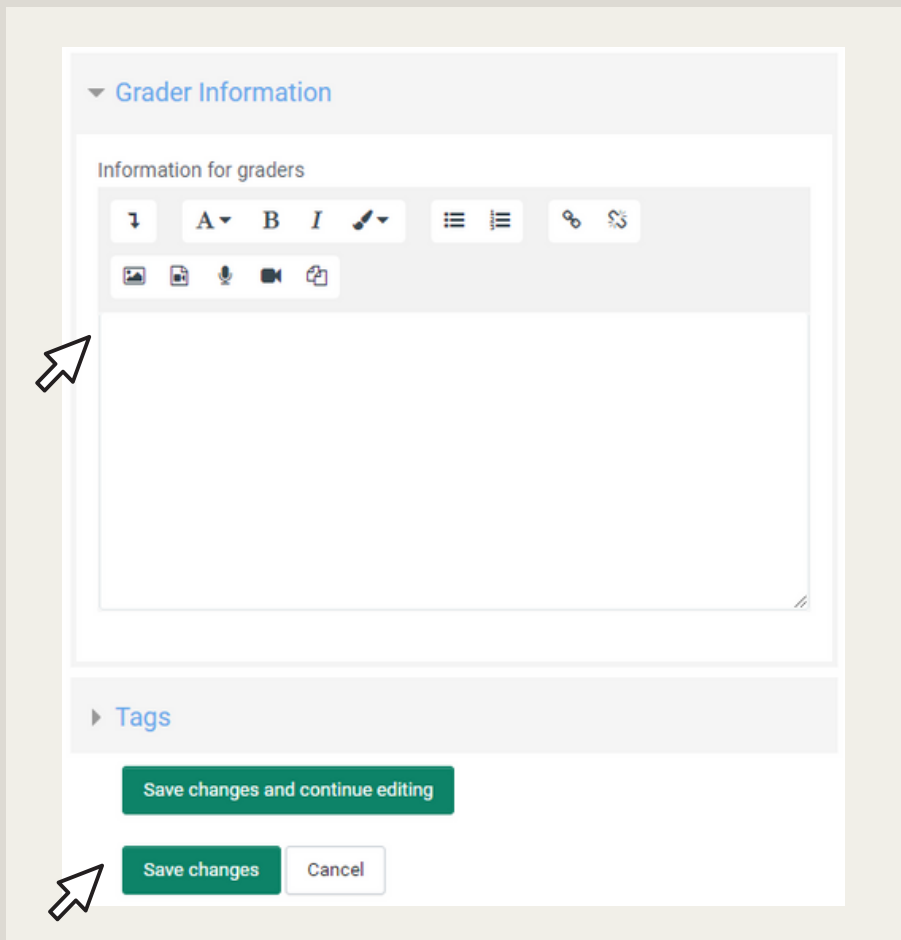
# CHAPTER 03
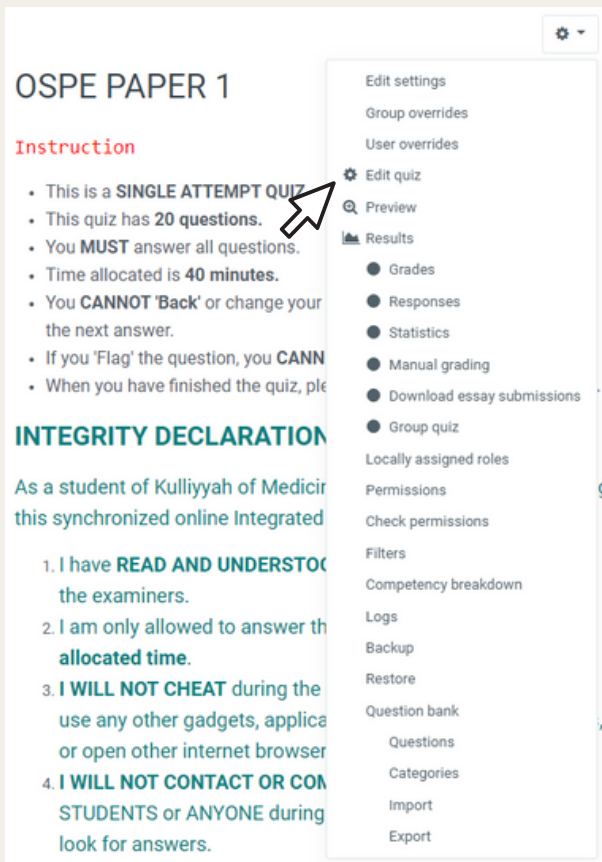
Adding in the DP/M-OSPE questions

# ADDING IN DP/M-OSPE QUESTION

1. To add questions to the quiz from the question bank, go back to OSPE Paper 1. Click "Edit Quiz" on the settings icon.

2. Select Add on the top right and select "from question bank".

## Editing quiz: OSPE PAPER 1 ❷

Questions: 0 | Quiz closed (opens 20/07/21, 09:00)

Maximum grade [ 10.00 ] [ Save ]

[ Repaginate ] Select multiple items      Total of marks: 0.00

✎

☐ Shuffle ❷

[ Add ▾ ]

**+** a new question

**+** from question bank

**+** a random question

# ADDING IN DP/M-OSPE QUESTION

3. Select the category and tick all the questions from the question bank.

# ADDING IN DP/M-OSPE QUESTION

4. Edit the marks (5.00) for each question and press "Enter".

# ADDING IN DP/M-OSPE QUESTION

5. Edit Quiz: Tick Shuffle on the top right.

6. Click on "Preview quiz now" to preview OSPE Paper 1
with all the questions.

## OSPE PAPER 1

### Instruction

- This is a **SINGLE ATTEMPT QUIZ**
- This quiz has **20 questions.**
- You **MUST** answer all questions.
- Time allocated is **40 minutes.**
- You **CANNOT 'Back'** or change your answers once you have moved to the next answer.
- If you 'Flag' the question, you **CANNOT REATTEMPT** the question.
- When you have finished the quiz, please click on **'Submit all and finish'.**
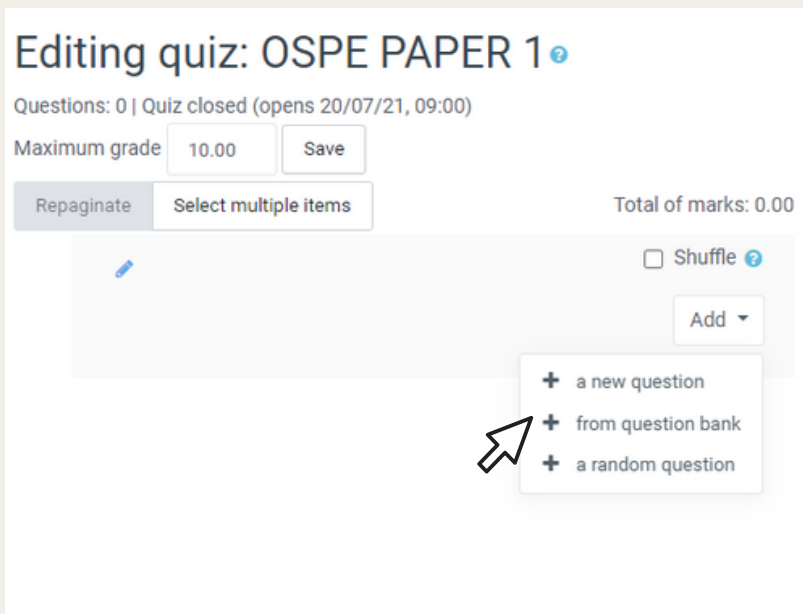
### INTEGRITY DECLARATION

As a student of Kulliyyah of Medicine IIUM, I understand that during this synchronized online Integrated Assessment:

1. I have **READ AND UNDERSTOOD** the instructions provided by the examiners.
2. I am only allowed to answer the questions according to the **allocated time**.
3. **I WILL NOT CHEAT** during the assessment session. I will not use any other gadgets, applications, books, reading materials, or open other internet browsers to look for answers.
4. **I WILL NOT CONTACT OR COMMUNICATE** with OTHER STUDENTS or ANYONE during the assessment session to look for answers.

### I hereby declare that this assessment is purely my effort.

Attempts allowed: 1

The quiz will not be available until Tuesday, 20 July 2021, 9:00 AM

This quiz will close on Tuesday, 20 July 2021, 10:06 AM.

Preview quiz now

# FOR THE MARKING OF THE PAPER

REFER ITALEEMC QUIZ SERIES: HOW TO DO MANUAL GRADING IN ITALEEMC

# CONCLUSION

## AUTOMATED

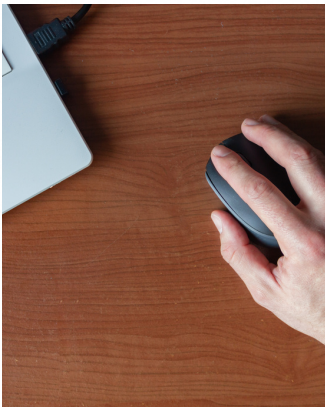The Quiz feature in i'TaleEM offers an automated analysis of quality of questions.

## FEASIBLE

Analysing the quality and power of questions in I'TaleEMc quiz is fairly easy and straight-forward.

## USER-FRIENDLY

It is highly recommended to use this feature for future assessment

# REFERENCES

1. Moodle.org (2010). Essay question type. Moodle. https://docs.moodle.org/39/en/Essay_question_type

# I-TALEEMC QUIZ SERIES: ANALYSING THE QUESTIONS

*Nour El Huda Abd Rahim teaches Pharmacology in Kulliyyah of Medicine, International Islamic University Malaysia since 2019. She is also a pioneering member of the Remote Teaching and Learning Exam Unit in Department of Basic Medical Sciences, that was established since the start of Covid-19 pandemic.*

*The Centre for Professional Development (CPD) is IIUM's academic service unit that promotes and supports teaching and learning excellence in direct support of the University's mission and vision. To assist the academic community in designing the teaching that would best facilitate students learning.*

i-Ta'LeEMc Quiz Series is a series of e-book to guide and encourage IIUM academic staffs to utilise the quiz function in i-Ta'leEMc. From constructing the quiz, conducting the assessment, to marking and analysing the results, i-Ta'leEMc quiz proves as a comprehensive e-learning platform that extend beyong teaching and learning to assessment.