2023 Australian Science Olympiad Exams

Administration Guide

Thank you for registering your students into the
2023 Australian Science Olympiad Exams.
This document will provide you with the information
needed to successfully run the exam in your school.

Contents

EXAM URL: https://asoexams.edu.au/ This web address is not the same as the Teacher Portal on the ASI website

CONTACT: 02 6125 6228 || asi@asi.edu.au

KEY INFO – AUSTRALIAN SCIENCE OLYMPIAD EXAMS

Exam length	2 hours plus, self-registration time (10 minutes). The exam will time out when time is up.
Format	Online exam consisting of 48 multiple choice/select an answer questions. Normal exam supervision and conditions apply.
Exam dates	Physics - Monday 31 July 2023 Biology - Tuesday 1 August 2023 EES – Wednesday 2 August 2023 Chemistry – Thursday 3 August 2023 All students from the same cohort must sit the exam at the same time on the same day. Alternate sitting dates are available and must be requested before Friday 28 July 2023. See Alternate Sitting Date Form
Exam Times	The exam will be open and accessible between 7am and 6pm (AEST). Requests for extended times can only be made by WA schools.
Access Details	**Students** will receive an email to the address provided during the registration. This email will contain the exam site URL and instructions on how to access the exam **Friday 28 July 2023** **Teachers** will receive the Teacher Guide **Thursday 27 July 2023**. The teacher who registered students via the registration link, will have access to the access the exam familiarisation link. **NOTE:** There is no teacher dashboard. You will not be able to see the exam or any student data. There is no paper version available. You can securely share the Teacher Guide and login details to the familiarisation link with each supervising teacher. ** Please ensure both students and teachers lookout for an email from Australian Science Innovations address **noreply@asoexams.elearn.net.au**, including checking junk folders. ** **PLEASE WHITELIST THIS EMAIL** Email asi@asi.edu.au if these have not arrived.
Additional information collected by us	On the exam site we will request student information including: First name, surname, school, gender (male, female, transgender, non-binary/non-conforming, prefer not to respond), email address, contact phone number, school year, age as at 31 December 2023, Australian Citizenship status (yes, no, not sure). This information will be used two ways: 1. To create a unique exam profile. 2. To contact students who have been selected to attend the Olympiad Summer School. This information will be removed from the exam site once the exam period is over and stored on ASI's secure network. Please see our Privacy Policy here: https://www.asi.edu.au/privacy-policy/

Results	Results will be available as Awards – High Distinction, Distinction, Credit or Participation. No other feedback is available. These will be provided as a PDF.

BEFORE EXAM DAY – TEACHERS

The registering teachers should log into the exam site using the access details provided by email and:

1. Change the password to something easily remembered (Image 1) THEN
   - o share this username and password details with all supervising teachers
   - o share this Teacher Guide with all supervising details

ALL supervising teachers should:

2. log into the exam site and complete the Site Familiarisation (Image 2)
3. ensure their device allows access to the exam site

NOTE: You will be seeing what the students see. There is no teacher dashboard. You will not be able to see the exam or any student data. There is no paper version available.

BEFORE EXAM DAY – STUDENTS

Students should log into the exam site using the access details provided and:

1. change their password to something easily remembered on the day (Image 1)
2. complete the Site Familiarisation only (Image 2)
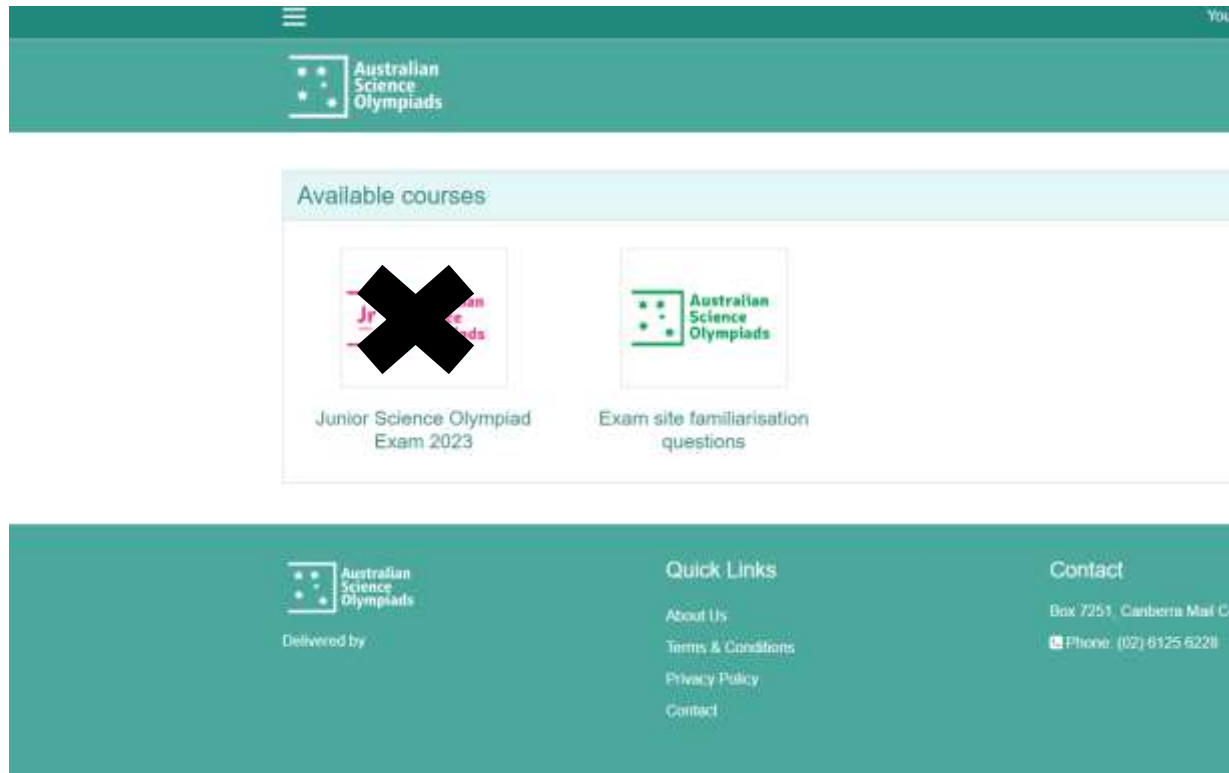3. ensure their device allows access to the exam site

The Olympiad Exams will NOT be visible until the exam opens.

Image 1 – Change your password

Image 2 – Site Familiarisation

Note the Olympiad Exam icons will ONLY be visible when the exam site is open.

IMPORTANT

Students must NOT enter the Australian Science Olympiad Exam before their sitting time and they will see the below warning before entering the exam.

PLEASE NOTE!

DO NOT access the exam prior to the time scheduled by your school. Once you start the timer, your access will last 2 hours and you cannot try again later.

If there is any evidence of collusion or other academic dishonesty, students will be disqualified. Markers' decisions are final.

The exam students are registered for will appear on the scheduled day. Ensure students DO NOT access the exam before you are ready to run the exam. Students only have **ONE** attempt at the exam. It cannot be re-set.

BEFORE EXAM DAY – SCHOOL IT

Send this technology profile to your IT specialist to ensure that your school meets the requirement and enables the Australian Science Olympiad Exams to operate within its network.

Your school's IT specialist should make sure the web proxy servers can be accessed and bandwidth is maximised during the exam period.

|	
Exam URL	https://asoexams.edu.au/
Hardware	Laptop, Desktop PC, Chromebook
Operating system	Mac OS X MS Windows XP, Vista, 7, 8 and 10 Chrome OS 38+
Web browsers	In order of preference: 1. Google Chrome 28+ (XP, Vista, Windows 7, 8 and 10, OSX, Chrome OS) 2. Firefox 20+ (XP, Vista, Windows 7, 8 and 10, OSX) 3. Internet Explorer 10+ (Windows 7, 8 and 10) 4. Internet Explorer 9 (Vista, Windows 7) 5. Safari 6+ (OSX) **Please note:** Internet Explorer 8 is not supported.
Bandwidth	512 KB bandwidth for up to 20 users 2 MB bandwidth for up 100 users 5 MB bandwidth for more than 100 users
Settings	A minimum screen resolution of 1024 x 768 During online exams, other traffic should be kept to a minimum at the school Pre-cache digital content ability is supported and preferred

EXAM DAY

Students should clear browser caches and disable plugins or extensions on their device.

See here for instructions: https://its.uiowa.edu/support/article/719

EXAM URL	https://asoexams.edu.au/
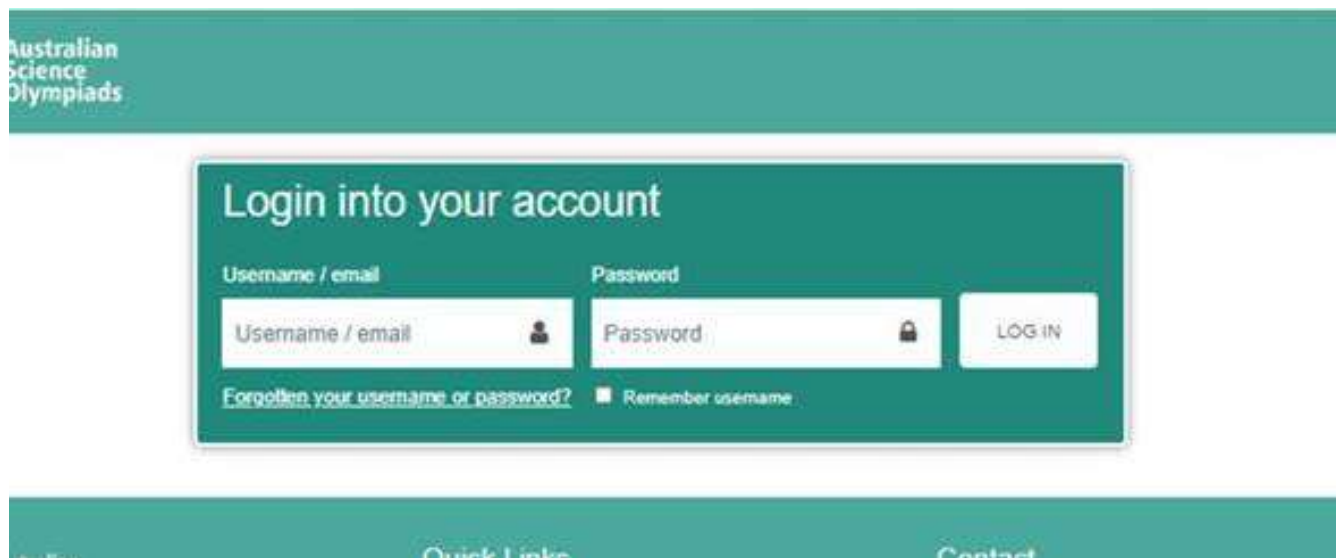
Log in details

- Username emailed to students and the password they created earlier **OR**
- Username and password emailed to students if they did not change their password earlier.

Some features on this site do not obviously stand out. Follow the dark circles below to find the buttons needed to progress through the exam site.

CLICK ON	Student to click on the discipline they are to sit.

Available courses

Exam site familiarisation

Earth and Environmental Science Olympiad Exam 2023

Physics Olympiad Exam 2023

Chemistry Olympiad Exam 2023

Biology Olympiad Exam

Students will then need to complete Step 1, before they are able to access the exam, Step 1 is confirming their details.

CLICK ON	STEP 1: Confirm Your Details. Students then need to click on ATTEMPT QUIZ NOW – circled in black.

STEP 1: Confirm Your Details

Opened: Saturday, 15 July 2023, 7:00 AM
Closes: Friday, 11 August 2023, 7:10 PM

Receive a grade   Receive a pass grade

Attempts allowed: 1

Time limit: 10 mins

Grade to pass: 1.00 out of 1.00

ATTEMPT QUIZ NOW

This will take students to the self-registration phase of the exam. See below.

Students have 10 minutes to complete their details.

First name:

Answer: _____

Last name:

Answer: _____

School:

Answer: _____

First name:

CLICK ON	SUBMIT ALL AND FINISH

STEP 1: Confirm Your Details
Summary of attempt

Question	Status
1	Answer saved
2	Answer saved
3	Answer saved
4	Answer saved
5	Answer saved
6	Answer saved

RETURN TO ATTEMPT

Time left 0:07:27

This attempt must be submitted by Tuesday, 6 June 2023, 9:15 AM.

SUBMIT ALL AND FINISH

◄ ANNOUNCEMENTS   Jump to...

RETURN TO ATTEMPT

Confirmation   ×

Once you submit, you will no longer be able to change your answers for this attempt.

SUBMIT ALL AND FINISH

CANCEL

CLICK ON	STEP 2: BEGIN THE SCIENCE OLYMPIAD EXAM

Home / My courses / JSO2023 / Exam / STEP 1: Confirm Your Details

STEP 1: Confirm Your Details

Opened: Friday, 5 May 2023, 5:00 AM
Closes: Wednesday, 28 June 2023, 8:45 PM
Done: Receive a grade   Done: Receive a pass grade

Time limit: 10 mins
Grading method: Highest grade
Grade to pass: 1.00 out of 1.00

Summary of your previous attempts

Attempt	State	Review
1	Finished Submitted Tuesday, 6 June 2023, 9:08 AM	

◄ ANNOUNCEMENTS   Jump to...   STEP 2: BEGIN JUNIOR SCIENCE OLYMPIAD EXAM ►

CLICK ON	ATTEMPT QUIZ NOW

Clicking this button <u>WILL START THE EXAM TIMER.</u>

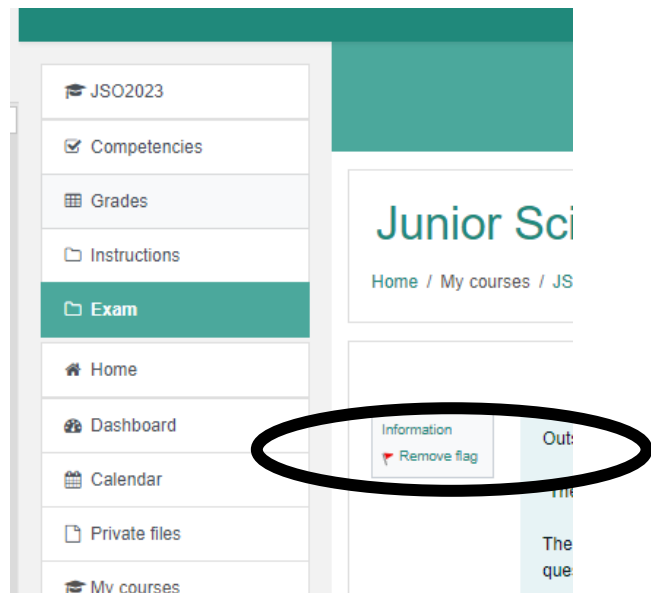| CLICK ON	CONTINUE YOUR ATTEMPT and START ATTEMPT

IN EXAM NAVIGATION

Top Left Screen

- Navigates back to the exam
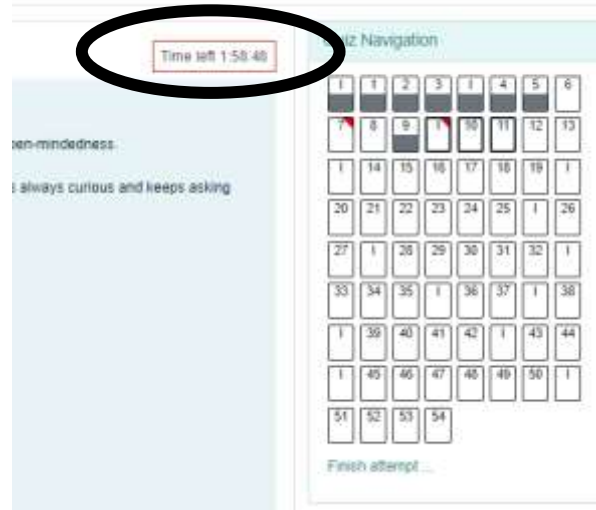- Flags a question to which the student wants to return.
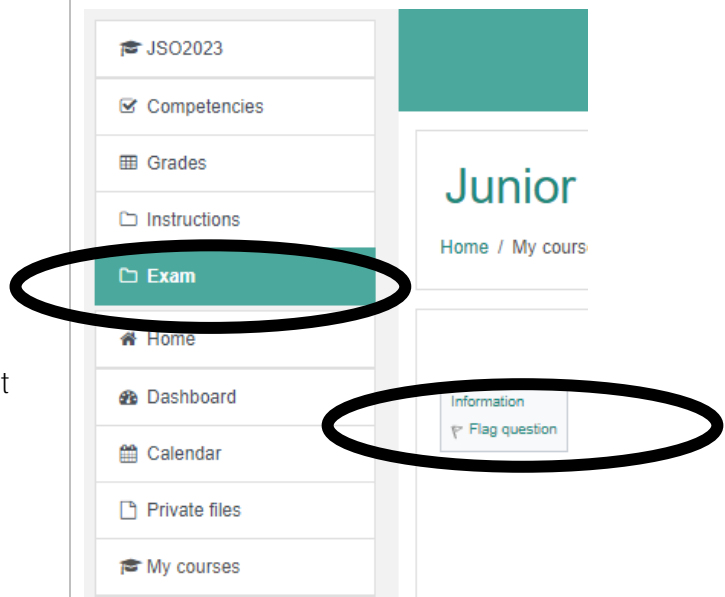
- Removes a flag from a question.

Top Right Screen • Time left in the exam. • The black markings indicate questions that have been answered. • The red triangles indicate questions that have been flagged.	

NEED HELP?

Support hours	The ASI office will be provide support between 7am to 6pm (AEST) on: Monday 31 July to Friday 11 August 2023
Contact Us	**Email:** asi@asi.edu.au **Phone:** 02 6125 6228 – for urgent, in-competition support

Troubleshooting	
Forgot log in details	Click the reset password button on the home screen.
Lost/did not receive login credentials	Go to https://asoexams.edu.au/ Click on forgotten your username or password? link and use students email to reset their password. Student email is the one provided at the time of registration by the school. In the event an incorrect email address has been provided, students will need to email asi@asi.edu.au.
Clicked "Reset Password" and no email arrives Forgot to register a student/an extra student turned up	Call 02 6125 6228
Internet dropped out/other interruption	Log back in at https://asoexams.edu.au/ Answers WILL be saved. Call 02 6125 6228 if students have lost significant exam time.