

JUNE 2022

Newsletter Vol. 1

More about us
www.proctoring-manager.eu



Online Proctoring Manager

Further education
program for supporting
digital transformation
at higher education
institutions

PROWIDE is a project co-funded by the Erasmus+ program of the European Union. PROWIDE team embraces teachers, digital learning and online assessment experts from Germany, Italy, Latvia, and Turkey committed to making education flexible and open to all. PROWIDE goal is to create, test and establish a training program for qualifying a new type of specialists at higher education institutions – Online Proctoring Manager.

This Newsletter presents the first achievements of the PROWIDE project.

PROWIDE deliverables



Qualification profile

Online Proctoring Manager
(completed)



Training curriculum

Online Proctoring Manager
(completed)



Train the trainer

(in progress)

What is ONLINE PROCTORING?

Online Proctoring is part of online assessment, which allows for the remote supervision of exams with the aid of a special online proctoring software. Online Proctoring gives students the opportunity to take exams from anywhere and anytime.

Nowadays, online proctored exams are not widely used at higher education institutions due to many reasons, such as missing legal framework, data protection issues, compatibility with educational law. Based on our understanding, HEIs need Online Proctoring Managers, who will be in charge of the organization, coordination and implementation of secure and reliable Online Proctoring services!



Qualification profile ONLINE PROCTORING MANAGER

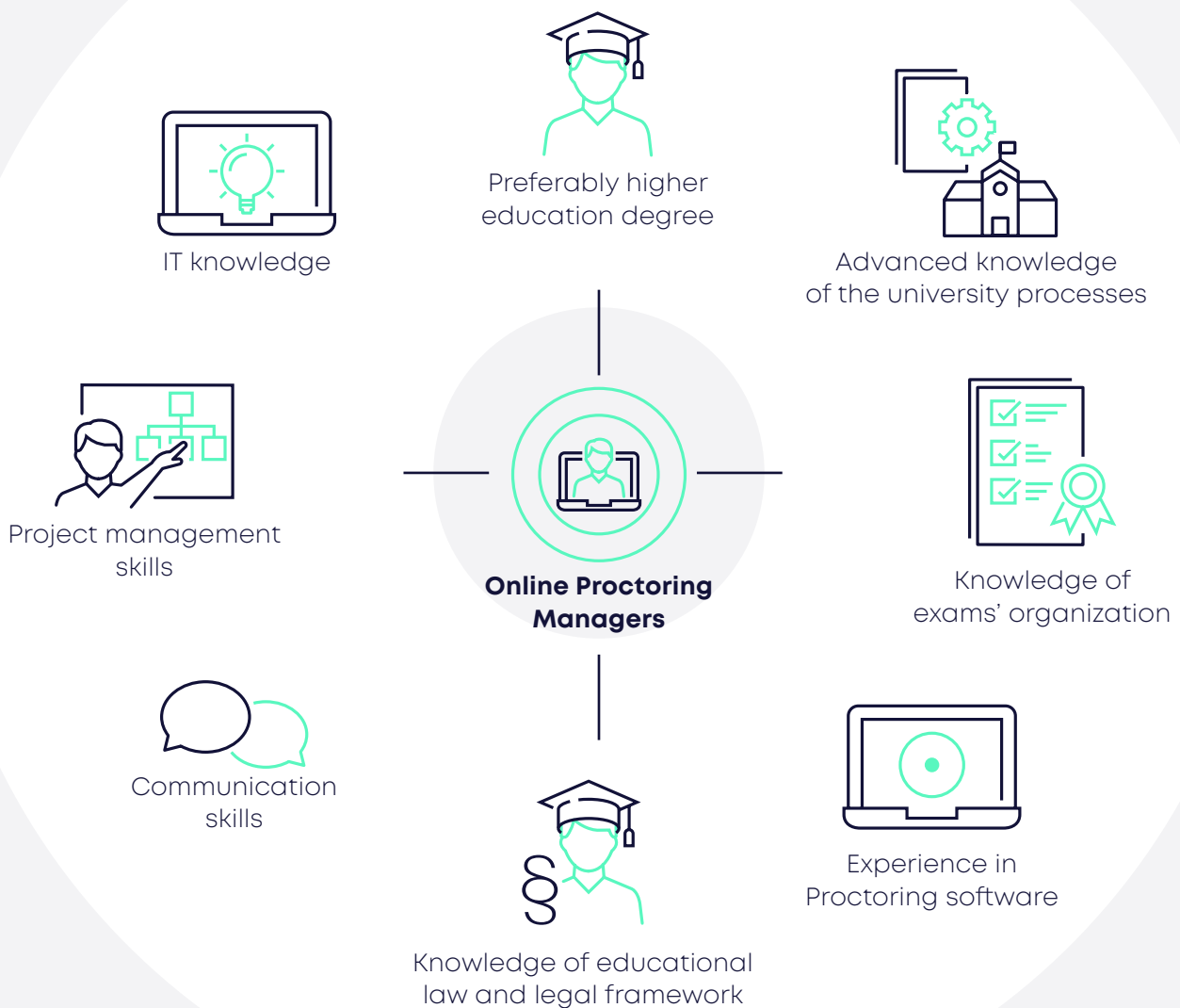


Professionals called Online Proctoring Managers are not present at Europe's labour markets yet. Thus, in the first step PROWIDE partners, under the leadership of partner UNINETTUNO, worked on the elaboration of the qualification profile

Online Proctoring Manager by focusing on: What are the requirements to Online Proctoring Managers? Which knowledge, skills and competences should they have? Which tasks should they perform?

To investigate this, PROWIDE team conducted focus groups and/or interviews with teachers, IT staff, online assessment professionals in Germany, Italy, Latvia and Turkey. In total, 32 experts took part in this survey and helped identify the relevant dimensions of the qualification profile Online Proctoring Manager.

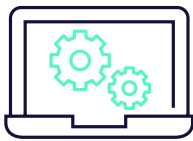
Look at the infographic below and discover the expected requirements to Online Proctoring Managers!



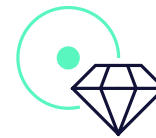
TASKS of ONLINE PROCTORING MANAGER

The tasks of Online Proctoring Managers are very ambitious and cover a wide range of responsibilities, such as:

Management of the entire process of proctoring adoption and turning it into a permanent asset of higher education institutions.



Definition of the quality assurance mechanisms under Online Proctoring. Resolutions of critical situations in real time.



Verification of the preparedness of higher education institutions for online proctoring.



Creation of training plans and materials clearly explaining the Proctoring management system to university stakeholders.



IMPORTANT: Online Proctoring Managers must be strategically located in the rectorate/management level. They will have to take binding decisions with a high impact in the HEIs. Thus, Online Proctoring Managers must hold a position with high responsibility and high decision level.

Training curriculum ONLINE PROCTORING MANAGER



Based on the identified requirements to the qualification profile, PROWIDE partners elaborated a unique training program aiming at qualifying future Online Proctoring Managers. This training targets managers of the exam and assessment proctoring processes in higher education institutions to get a deep understanding of effective, efficient, engaging, and enduring proctoring implementations, and acquire skills to build and manage such an implementation.

The training is composed of 8 major modules and a wrap-up module at the end of the program as follows:

1. Introduction to Technology Based/Enhanced Teaching and Assessment
2. Role and Characteristics of Assessment Proctoring Systems
3. Technological Infrastructure
4. Legal Frameworks
5. Conflict Management
6. Project and Risk Management
7. Change Management
8. Personal and Social Skills
9. Training Wrap-up (Evaluation)

Additionally, the modules are divided into smaller learning units (in total, 27) to support the bite-sized learning.

The volume of the entire training is 150 hours, what is equal to 6 ECTS.

Currently the partnership is working on the creation of the digital learning contents under each module, and their integration to LMS Moodle of partner Anadolu University. The project goal is also to test the elaborated program in terms of its pilot delivery to persons who are interested in receiving the qualification Online Proctoring Manager. The training will be delivered online as a mix of self-paced and guided activities. At the end, participants will pass through an online-proctored exam, earn their ECTS and the desired qualification.

Transnational partner meeting in Rome

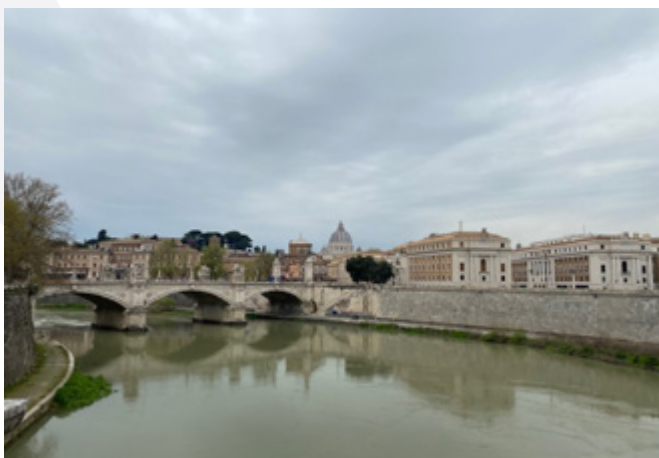


After 7 months of virtual collaboration, PROWIDE partners finally met each other for the first time in Rome on invitation of partner UNINETTUNO.

During the 1-day in-person meeting, partners verified the qualification profile and training curriculum Online Proctoring Manager. In addition, the structure and elements of each module were precisely defined as well as quality indicators for learning contents were specified. Finally, partners agreed on the implementation of a special training for the facilitators of the training program Online Proctoring Manager. Their tasks will be to deliver the training to pilot attendees

and also to all who will be interested in registering to the training after the project's life time. This should ensure the sustainable implementation of the training at partner institutions.

A nice get together with all partners in the „Eternal City“ of Rome was, of course, a must! Thanks a lot to our colleagues Davide and Dario for their hospitality! We returned back full of energy and inspirations for our future work!



What is coming next?

In our next newsletter, we will share the insights into the implementation of the training for native facilitators (train the trainer) as well as get first insights into the preparation work under the pilot delivery of the training Online Proctoring Manager.

Stay tuned!



Program:

Erasmus+, KA226 - Partnerships for Digital Education Readiness in the field of Higher Education

Project lifetime:

June 30, 2021 – February 28, 2023

Project coordinator:

Fachhochschule des Mittelstands (FHM)



Staatlich anerkannte, private
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Co-funded by the
Erasmus+ Programme
of the European Union



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The creation of this leaflet has been partially funded by the Erasmus+ grant program of the European Union under grant number 2020-1-DE01-KA226-HE-005765. Neither the European Commission nor the project's national funding agency DAAD are responsible for the content or liable for any losses or damage resulting of the use of this leaflet.

