Inspera Assessment access methods for students

There are three ways in which students can access their assessment in Inspera. Determining which one you use will depend on the requirements of the assessment. A description of each is provided below.

Blackboard Link (LTI)

LTI stands for **Learning Tools Interoperability**. It is a method of linking one system with another (in this case, Blackboard with Inspera) in a way that allows communication between the two systems. For example, Blackboard can send student details across to Inspera for enrolment in an assessment and then marks from Inspera can be communicated back to the Blackboard Grade Centre from Inspera

Using this method involves choosing **Inspera Assessment** from the **Build Content** menu in Blackboard. This will allow you to automatically create a column in the Grade Centre for this assessment and will provide a link that students click that sends them directly into the assessment rather than to the Inspera dashboard.

Students will only be added to the assessment in Inspera when they first click the link in the Blackboard course site. As such, it is difficult to apply individualised assessment settings (such as alternative examination arrangements) using this method unless students are advised to click the link in Blackboard well in advance so they appear in the assessment's candidates list and can have the appropriate adjustments made.

Once complete, marks from Inspera can be transferred back to the corresponding Grade Centre column in Blackboard by clicking the **Confirm** button in the **Grade** area of the assessment in Inspera.

Pre-load student details via CSV

CSV stands for **Comma-Separated Values**, a file format that can contain data similar to a spreadsheet. Inspera allows student details to be pre-loaded into an assessment using a CSV file.

Using this method involves creating a CSV file that contains your students' s-numbers (e.g., s1234567) and email addresses (e.g., s1234567@uq.edu.au). A CSV file of your class list can be obtained from SI-net. Once you have edited it to include the above, you can **add candidates via CSV** in Inspera to enrol students in the assessment. You can then make adjustments to individual students' access ahead of time (e.g. alternative examination arrangements) and students can see the assessment item on their dashboard when they log into Inspera (via https://uqi.inspera.com using their UQ Authenticate details). This allows students to check that they have access (without revealing questions) and ensure they have been allocated the correct amount of time to undertake the assessment.

Once complete, the assessment marks will need to be manually transferred back to the Blackboard Grade Centre by downloading them from Inspera as a CSV file and uploading them to the Blackboard Grade Centre.

Test Code

A Test Code is a unique code that can be provided to students to give them access to an assessment in Inspera. If your assessment is set up using Test Code as the Invitation mode, students need to first log into Inspera (via https://uqi.inspera.com using their UQ Authenticate details) then choose "I have a test code" and enter the Test Code that corresponds to the assessment, which you will be provided with at the time of setup. You can see it on the Test page once you have activated the assessment.

Students are only added to the assessment when they successfully enter the Test Code. As such, it is difficult to apply individualised assessment settings (such as alternative examination arrangements) using this method unless students are advised to log in and enter the Test Code well in advance so they appear in the assessment's candidates list and can have the appropriate adjustments made.

When a student enters using this method, there is the option to deanonymise candidates, which means their first name, last name and UQ email address (which includes their s-number) will appear in Inspera, unlike other entry methods that only reveal the s-number. This makes it a suitable solution for easily checking off students who have completed an assessment within Inspera (e.g. for entry to a lab).

Once complete, the assessment marks will need to be manually transferred back to the Blackboard Grade Centre by downloading them from Inspera as a CSV file and uploading them to the Blackboard Grade Centre.

Test Code can also be used as an access method for staff (who already have Inspera access) and are asked to conduct an assessment review or observed user testing. Alternatively you can create one-time users to provide access to those without Inspera access.

Features at a glance

The table below shows the main features that differ between the three access methods.

Feature	Blackboard Link (LTI)	Pre-load student details via CSV	Test Code
Student s-numbers (e.g., s1234567) added to assessment when students access it	✓	✗	✓
Blackboard Grade Centre column automatically created*	✓	✗	✗
Marks automatically transfer to the Blackboard Grade Centre*	✓	✗	✗
Students log in via UQ Authenticate at uqi.inspera.com**	✗	✓	✓
Students log in via Blackboard**	✓	✗	✗
Apply alternative exam arrangements ahead of time	✗***	✓	✗***
Option to deanonymise prior to assessment being marked (show students' first names, last names and UQ email addresses)	✗	✗	✓
Option to deanonymise after to assessment is marked	✓	✓	✗
Create assessment using a test template (which has your preferred settings pre-set)	✗	✓	✓

*Creation of a Grade Centre column is optional. **Enable Evaluation** must be set to "Yes" on the Inspera link in Blackboard for this to occur.

**Logging in via Blackboard Link (LTI) will land students on the dashboard of a specific assessment item whereas logging in via http://uqi.inspera.com will display all assessment items currently available to students in Inspera and they must select one to enter it.

***Possible but not advisable. See details in the **Blackboard Link (LTI)** and **Test Code** descriptions above.