Online Exam of Computer Science Courses: FAQs

Q: Do students have to register for each online exam individually on the Online Exam (OLEX) system?

A: Each student needs to register himself/herself only once on OLEX; there is no need to register for each online exam. The official registration period is from 2:00 pm December 4 to 2:00 pm December 5.

Q: If students have questions about the OLEX system, what should they do?

A: Visit the FAQs – For Students by ITS. Students are highly advised to read the FAQs before taking any online exam.

Q: Can we view the full list of courses we need to take online exams in OLEX?

A: Yes. If you find any missing Computer Science (CS) courses on OLEX, please send email to exam@cs.hku.hk for checking. For non-CS courses, please consult the course offering department or faculty.

Q: Can we submit answer file other than MS Word file to OLEX?

A: For all CS courses, students are allowed to submit PDF or zip files. However, a few courses will provide an "answer book" in MS Word file. Students can edit the Word file directly to input their answers. Students can also write their answers on paper, scan/photograph them as images, and import them into the provided Word file. Please pay attention to the specific instructions given in the exam papers.

Q: Is searching on Internet is permitted during open book exam?

A: No. Information obtained from the Internet is considered unauthorized input and is not allowed UNLESS the course's instructor has given explicit permission in the exam paper for such use.

Q: Are students allowed to access materials on the internet or other materials during the exam?

A: No. All students need to respect the highest standards of academic integrity. Student should not obtain or seek to obtain an unfair advantage by communicating or attempting to communicate with any other person during the examination; and students should not give or attempt to give assistance to another student taking the examination.

Q: Can we use materials or references other than lecturer notes and tutorials?

A: No, unless the course's instructor has given explicit permission in the exam paper for such use.

Q: Can the schedule of the online exam be rearranged if students are not in HK? If the exam takes place at midnight in my home country, could the exam time be rearranged?

A: There will be no rearrangement of the exam timetable.

Q: Should we record the period that we are downloading the exam paper?

A: It is advised to record video for the whole examination period including the downloading of the paper. In case a student encounters technical difficulty in downloading exam paper, the video serves as an evidence of such incident.

Q: Can we take a video by using our laptop front camera?

A: No. It is because the laptop camera may not capture students' works.

Q: Is it necessary to show the screen of the computer/laptop that we are using in video recording?

A: Yes. The video should show a student working on an exam. With OLEX, a student will use the computer to type answer, prepare a submission file, etc. Thus, it is advised that the video shows the computer screen as evidence that the student does not receive unauthorized assistance during an exam.

Q: Do we need to demonstrate the brand of calculators that we are using in the exam?

A: You should write the brand and model of your calculator at the beginning of your answer script.

Q: Does the video need to have volume or sound?

A: No.

Q: Is the face expression of the candidate needed to be recorded throughout the exam?

A: No. But student should show his/her face in front of the camera at the beginning of the recording for authentication.

Q: What can a student read and access during an open book exam?

A: A student can read and access materials (in whatever form) provided or recommended by the course's teacher. These include textbooks, reference books, lecture notes, etc. A student can also read and access written notes prepared by themselves. Other sources, including those via the Internet are unauthorized and are thus prohibited UNLESS explicit permission is given by the teacher.

Q: If my phone or camera does not have enough space to take the video continuously, what should I do?

A: Students should record a duration as their equipment allows and focus on working on the exam even when the video recording stops, and submit a report on the failures (if requested) after the exam is concluded.

Q: If I encounter technical or system problem(s), e.g. computer crashed, accidentally disconnected from Internet, etc. occur during the exam, what should I do?

A: Students are responsible for ensuring they have a working device and correct software ahead of the online exam. If students encounter system issues during an exam, they should try their best efforts in completing the exam. (For example, they can write their answers on paper, take pictures of their handwritten work, and submit by email.) They are advised to keep a log of the technical problems and report to the Department by email as soon as possible on the date of the exam. If students have video recorded their work, they should inform the department. The video (upon request) will serve as evidence of the encountered problems.