

IChO 2020 Istanbul, Turkey **(Remote Access Exam)**

Exam Guidelines

Version: 1.0

Date: 06 July 2020

IChO 2020 Organizing Committee

IChO 2020 Academic Committee

IChO Steering Committee

1. Introduction

1.1. Purpose of this Document

- This official document serves as the guideline for properly operated exam during IChO 2020 Istanbul, Turkey (Remote Access Exam).
- Not only does this document institute the rules to be abided by, it also provides countries with recommended operational methods to further protect their own countries from a potential (and false) accusation of cheating. Please read the next section for detailed classifications.

1.2. Time Zone Abbreviations

- In order to avoid confusion, all dates on this document are followed by an indication of time zone:
- Istanbul time indicates a date/time in the Europe/Istanbul time zone (Universal Time Coordinated (UTC)+3)

1.3. Future Updates to This Document

- This document can be updated in the future. When a modification is made to this document, the IChO 2020 Organizing Committee will immediately announce the modification and send the updated version of the guidelines to all country coordinators.

2. Exam Dates and Timetable

2.1. Exam Dates

- The theoretical exam must take place on July 25th.

2.2. Exam Starting Time and Duration

- Duration: 5 hours.
- A report chart for the exam details (printing, starting, ending and scanning time, time and length of bathroom breaks for individuals) will be existing on the exam paper of the students and the invigilator of the exam should fill this chart.

2.3. Exam Timetable

- Starting time is 12:00 noon Istanbul time for most countries. Exam writing can start between 12 - 5 pm Istanbul time to accommodate the most distant time zones. On the specified date, it is up to each country to decide the starting time of exams. However, all competitors in each country must

have the same exam timetable to avoid ill-intended communication among competitors. Countries with multiple time zones must create the timetable based on one specific time zone and conduct the exam based on that time zone.

- All countries must submit their choices for location, scanning, video technique on a web form by July 15th. The details regarding this online form will be announced separately.
- Exam preparations (discussions, voting, translation, printing) will be held on a software called Oly-Exams. Mentors will read, comment and vote on, and translate exam text using the Oly-exams software used by the Physics and Biology Olympiads (oly-exams.org) before. Only a browser and internet access will be needed.
- Guidelines for the software will be sent to you before the exam. And an online training for the software will be given accordingly. Announcement will be made soon. Details about the observer countries' method of entering the exam software will be explained later.

3. Required Equipment and Materials

- Location for students to work: preferably single location for the full 4 member team, supervised by 1-2 invigilators (Parents do not seem to be an optimal choice as an invigilator, and the home is not an optimal location.). If legal travel restrictions in your country forbid this, students can work separately, given that independent invigilators are present and all other necessities are available. IChO 2020 Team should be informed about this.
- Only a non-programmable calculator, good writing pen and a ruler can be used during the exam. Calm, semipublic places with electricity, printing, internet are needed. The invigilators need a good command of English.
- Invigilators for each country will receive a separate account for accessing the software. That only gives access to the pdf files approved by the mentors just before the exam and uploading the scanned answers.
- Scanner or a camera combined with pdf conversion software is needed after the exam. Students should only write with a dark pen. Test the printing and scanning process in advance for readability. Submissions should be in pdf format only. (one file per student).
- Videos of the students should be recorded from the beginning to the end of the exam. All students and their activities need to be visible. IChO 2020 organizing team will send separate "zoom" meeting links to each country. Invigilators should click the link a reasonable time before the exam. When they enter the zoom meeting room (they will directly enter the meeting room), it will automatically start recording in the cloud. For this reason, invigilators should put their computers or phones where they open the zoom meeting in a place that can see the whole room (four students together) and the device should be connected to the internet with minimum 2 mbit/s uninterrupted internet. That requires a stable Internet connection but if the country faces a technical problem because of local sources, as a last resort, the IChO 2020 organizers can approve recording the

exam offline, and uploading the files after the exam. If recording offline, the camera has to be able to record 5+ hours in an easily shared format (e.g. mp4) with a reasonable file size. Even a phone with ample storage should be enough. The recording can be made in pieces with no perceivable gaps (e.g. two devices alternating).

- Students or their parents will have to give their written consent for the recording and its sharing with the IChO 2020 organizers. Timestamping the pictures would be very advisable if recorded offline.
- A good test for the system is to record and show the printing, examination and scanning arrangements, and then upload these to the server.
- Students are not supposed to ask questions during the exam. It is advisable that the invigilators should prepare water and some snacks/refreshment for the students.

4. Important Dates

4.1. 5th of July 2020

Deadline to upload landscape and national preparations pictures.

4.2. 15th of July 2020

4.3. Deadline to register student information, make payment and send signed formal documents.

4.4. 23rd of July 2020 (07 am – 06 pm Istanbul Time)

- Exam software will be opened for use. Problems made available to mentors, online discussion starts, International jury meeting will be held via Zoom. Zoom link and password will be sent to the contact person of each country.
- Zoom account for the mentors during the Jury meeting (a free one is sufficient – Display name of the account should be: Country_ NameSurname) will be needed. Video conferences will be used for finalizing the tasks, but the main mechanism of discussion of the text will be the oly-exam software. The Zoom account addresses of the mentors will be gathered in advance to make sure only the right people have access to the videoconference.
- Jury meeting will be held between 04-06 pm Istanbul time.

4.5. 24th of July 2020 ((During the all day depending on local time of related country)

Translations on the software.

After the translations are completed, Each country will be able to get the printout of translated exam papers from the software and give the students during the exam.

4.6. 25th of July 2020

- Theoretical exam will be conducted in each country.
- Scanned answer sheets will be uploaded to exam software at the end of the exam by the invigilators. Marking in the online system starts by organizers and by mentors.

4.7. 27th of July 2020

Grades of the students will be announced.

4.8. 28th of July 2020

Arbitration will be conducted via zoom between 09 am – 6 pm (Display name of the zoom accounts should be: Country_ NameSurname). Arbitration time slots will be arranged based on local time zones of participating countries and will be announced in due time.

4.9. 29th of July 2020

The final results will be announced via an online closing ceremony (Medals and certificates will be posted by mail/e-mail to the contact person of the countries in later time). Exact time and channel of the ceremony (Youtube, zoom or etc) will be announced on our website in due time.

5. Contact us

5.1. *During the Olympiad period, for technical issues regarding software, please email us at icho2020support@tubitak.gov.tr. We will get back to you as soon as possible.*

5.2. *Telegram will also be used for text based and instant announcements. Information will be given to the contact person of the countries soon.*