



AFRICA INTERNATIONAL UNIVERSITY

OPEN-BOOK EXAMINATION TEMPLATE

1.0 INTRODUCTION

Following the Covid-19 pandemic that effectively disabled face to face interaction between lecturers and students, the university Senate approved that completion of semester 2 2019/2019 would be facilitated through Open Book Examinations. This was to minimize interruptions to the university operations due to the COVID-19 pandemic and allow continuation of studies for AIU students including fulfilment of the requirements for graduation.

2.0 WHAT IS OPEN-BOOK EXAMINATION?

An open book examination is an assessment method designed in a way that availability of class notes and other reference material will not in any way assist the student. It is different from the invigilated exams usually administered on a face to face basis. The students undertake the exams on their own from various locations and then submit their scripts for marking to an online portal.

3.0 HOW TO SIT FOR AN OPEN-BOOK EXAM

A student has the choice to either use a computer to type the answers or just write the answer on a normal A4 foolscap and then either scan or take a photo of the pages and then upload to the specific portal as directed or email as the case may be.

4.0 TIME ISSUE FOR OPEN-BOOK EXAMS

An open-book exam usually takes a longer time than conventional exams. At AIU undergraduate exams take 2 hours and postgraduate exams 3 hours. An Open book exam takes slightly longer (up to an hour) to take care of the time it takes to both download the paper as well as to upload the finished work.

5.0 WHAT TYPE OF QUESTIONS ARE EXPECTED FOR AN OPEN-BOOK EXAM?

The questions should still conform to blooms taxonomy but will not be merely based in recalling information from memory. They should instead test the student's ability critically analyze and synthesize and apply what they have learnt. Questions should therefore address the following higher-levels in Blooms taxonomy.

1. **Application level:** Questions should aim at solving problems in new situations by applying acquired knowledge, facts, techniques and rules in a different, or new way.

Sample Question

There is a looming famine in West Pokot, Samburu and Isiolo Counties. Prepare a brief for the County executives from these counties on how to prepare for this disaster that is likely to strike in the next six months.

2. **Analysis level:** Questions should aim at enabling the examinees to look at information provided and give meaning using examples to the concepts given. It is meant also to test the students' analytical skills.

Sample Question

"Adoration performed for the sake of man's self-glorification is self-defeating. It never reaches God". Analyze this statement and justify your conclusion.

Sample Question

Discuss the role of 'konden diara' in Cama Laye's "*African Child*".

Explain the significance of a multidisciplinary team in a Participatory Learning and Action (PLA) exercise.

3. **Synthesis-**Questions should seek to examine whether the student is able to put parts together various aspects of an issue to form a whole, with emphasis on creating a new meaning or structure.

Sample question:

A male programme officer in an NGO working in a community has fallen in love with one of the young ladies working as an intern in the NGO. As his supervisor, He has come to you for advice on whether he should go ahead with the relationship or not.

- a. Discuss the ethical principles he is likely to go against if he initiates a relationship with the lady.
- b. Summarize what considerations he should bear in mind in order to make an ethical decision in this case.

4. Evaluation level: Questions should aim at giving argued judgment on an issue. The student should be able to appraise the value, importance, or strengths and weakness of the subject in question. Sample question:

READ THE FOLLOWING AND THEN ANSWER THE QUESTIONS BELOW

The River Independent Church of Heroes (RICH) mission has been working in Rigori location since 1993. In 2003, there was a severe drought in Rigori and RICH started a large scale food for work programme providing food to about 200 adult people. These would work on some three demonstration farms owned by RICH, preparing land and planting trees and vegetables. In the process they would learn about agriculture. RICH has been very successful in the spread of education. The Church itself has been running a primary school in the area for the last 20 years. RICH meets **all** the costs for running the school through a sponsorship programme. In addition, RICH sponsored 60 students to join secondary schools. For a period of 15 years, many had completed their education and some had been employed in the cities. The mission has also been running an orphanage home with an annual average of 45 children since 1994. A European Union program has accepted to construct a dam in the area.

The mission has no objection to the proposed dam as they believe it will go a long way to alleviate poverty in the area. In fact it will boost the three demonstration farms as enough water will now be available for irrigation. The tree planting and vegetable projects will also be boosted. In fact, the mission has assured the area authorities their full co-operation. It promised to provide food for work both during the dam construction as well as during the lean dry months of the year. It is also planning to start a feeding club for the old-aged people so that they can be given an opportunity to socialize and get nutritionally rich food.

Questions

- (a) Discuss the potential for the alleviation of poverty in this kind of approach being used by RICH to community development?
- (b) Identify the limitation of this strategy and with examples explain how to address those limitations?
- (c) You are a consultant. Redesign this approach to become more responsive to the root causes of poverty.

6.0 SOME -PRACTICAL SUGGESTIONS ON OPEN-BOOK EXAMS

EXAMINERS:

1. As much as possible – all students should sit for the examination at the same time to avoid exchange of ideas.
2. Time-the examination but give a little bit more time than the close book examination.
3. Students should only be allowed to access the exam ONCE. Those who can't participate in it should have another set of examination.
4. The questions should be designed such that they are not recall questions.

STUDENTS:

1. Check your computer.

The computer should be functioning and connected to a reliable internet source

2. Find a good spot to take the exam....

- Make sure you've turned off all distractions -- TV, phone, social media, and all notifications. Get the kids and pets settled ahead of time or find someone to take care of them so that you can proceed undistracted.

- Gather all the things you will need, including notebooks, pens or pencils to work out mathematical problems or to jot notes. Use a **blue or a black pen/ink** if handwriting and ensure your work is legible.

- All exams are taken via ODEL/Moodle. Ensure you have all your log-in credentials at the time.

3. Make sure you understand the exam guidelines. ...

- Check and recheck the exam time and date.
- How long will you have to complete the exam?
- Go over any additional instructions thoroughly.

4. If available, take practice exams....

- Ask your instructor for a practice exam and take it. Ask for any additional recommendations for preparing for the exam. Study....

5. Practice good time management while taking the exam.... (this will not be more than four hours)

6. Ensure you submit or upload your final work to the link provided

- There are mandatory training quizzes provided before the exam

7.0 SAMPLE TEMPLATE (UNDERGRADUATE EXAMINATIONS)

**AFRICA INTERNATIONAL UNIVERSITY
UNIVERSITY EXAMINATIONS**

School of Education, Arts & Social Sciences

**Department of Development Studies
SECOND SEMESTER EXAMINATIONS 2019/2020**

**BACHELOR OF ARTS IN DEVELOPMENT STUDIES
(BADs)**

DS331 PROJECT PLANNING AND MANAGEMENT

Examiner: Dr. Mwalimu Shupavu

TIME: 4 hours

INSTRUCTIONS

- This is an open book examination. You may consult your books or other reference material. You may NOT consult any person other than (the instructor) about any aspect of this exam. The rules of attribution/acknowledgement apply to open book exams: All sources must be cited.
- Write (type) your **name, admission number, course and course code clearly** on all sheets of the material you will use (booklet, web or foolscap)
- Please read all questions carefully and make sure you understand the facts before you begin answering.
- You will be graded on the way you critically interpret, evaluate and apply knowledge and concepts.
- Leave a left-margin of at least one inch on every page of your answers. If you are handwriting your answers, it is important that you complete the examination paper using a ball point pen or a thin felt tip, and on only one side of the page. If you are typing, please double space.

- By attempting this examination, you are deemed to have signed this compliance affidavit: “I affirm that I have had no conversation regarding this exam with any persons other than (the instructor) and other authorized persons. Further, I certify that the attached work represents my own thinking. Any information, concepts or words that originate from other sources are cited in accordance with (university) guidelines. I am aware of the serious consequences that result from improper discussions with others or from the improper citation of work that is not my own.”
- Write legibly (if you are using a pen) and be as concise as possible.
- During the examination period, ensure that you have a smart phone/digital camera that can take clear pictures of your answer sheets

After Completion of Examination

- At the end of the examination, upload your answer sheets into the ODEL platform from where you accessed the exam
 - If you typed your work/exam answer sheet upload it in the portal (the document should be named by your student number)
 - If your work is hand-written, scan your answer sheets into a pdf file
 - You need to have downloaded a pdf scanner (e.g. cam scanner) into your phone (the scanner can combine all pages into one document).
 - Alternatively, take a **CLEAR PICTURE/PHOTO** of each page of your answer sheets and upload them separately to the portal

N.B. If you have difficulty uploading your answer sheets, please call David on the number **+254728621593** for guidance.

SPECIAL INSTRUCTION

(EXAMINER TO INCLUDE HERE SPECIAL INSTRUCTIONS - THESE MAY INCLUDE COMPULSORY QUESTION(S) IF THERE IS. EVENTHOUGH WE ARE RECOMMENDING THAT ALL QUESTIONS SHOULD BE COMPULSORY

QUESTION ONE:

QUESTION TWO:

QUESTION THREE:

QUESTION FOUR:

=====END OF EXAM=====