

LUISS



Summer Session 2019/2020
Guide for students

Introduction

Exams will be delivered on the Webex Meetings and Webex Teams platforms. Next pages describe which are the main steps to follow

■ Written exams

- Access to exams
- Use of the platform to perform written exams

■ Labs

- Access to exams
- Use of the platform to log into PC Labs



Webex Meetings

■ Oral exams

- Access/Download the application
- Receiving the teacher's call



Webex Teams

Written Exam and Laboratory Exam

Invitation to training session: EXAM TLC

 messenger@webex.com <messenger@webex.com>
16:39

A: bello@europanetworking.net

Hello gjergji bello,

Bledar Berisha invites you to participate as an attendee in the following online training session:

Topic: EXAM TLC
Host: Bledar Berisha
Date: Monday, May 4, 2020
Time: 5:15 pm, Europe Summer Time (Paris, GMT+02:00)

Session number: 840 871 531
Session password: 7kyGNnBUp68

To join the training session

1. Go to <https://europanetworking.webex.com/europanetworking/k2/j.php?MTID=t3db2ad5eb81adcd02269f5ccdf66ce7d>
2. Enter your name and email address.
3. Enter the session password: 7kyGNnBUp68
4. Click "Join Now".
5. Follow the instructions that appear on your screen.

To view in other time zones or languages, please click the link

<https://europanetworking.webex.com/europanetworking/k2/j.php?MTID=tbe56391ed7db7fde5a2d2c35f41e9254>



The candidate will receive an email with a link and the instructions to reach the exam session

Session Information: EXAM TLC



[English](#) : [Paris Time](#)

Session status: Started
Session date: Monday, May 4, 2020
Starting time: 5:15 pm, Europe Summer Time (Paris, GMT+02:00)
Duration: 1 hour
Presenters: Bledar Berisha
Description: RETI E NETWORK
Agenda: EXAM TLC PRIMO ANNO
Session number: 840 871 531
Password: Please obtain your session password from your host.
Audio conference:
United Kingdom Toll:+44-20-3478-5289

Having trouble dialing in? Try these backup numbers:
United Kingdom Toll:+44-20-3478-5289
[Show all global call-in numbers](#)
Access code: 840 871 531

Host's name: Bledar Berisha
Host's email: berisha@europanetworking.net
Course material: (none)



Join Session Now

To join this training session, provide the following information.

Your name:
Email address:
Session password:

[Join Now](#)

[Join by browser](#) **NEW!**

If you are the host, [start your session](#).

If a password to enter into the session has been configured by the teacher, must be enter where indicated with the other data if not jet entered by the system automatically

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Accedere con un altro account



Riconoscimento facciale per studenti

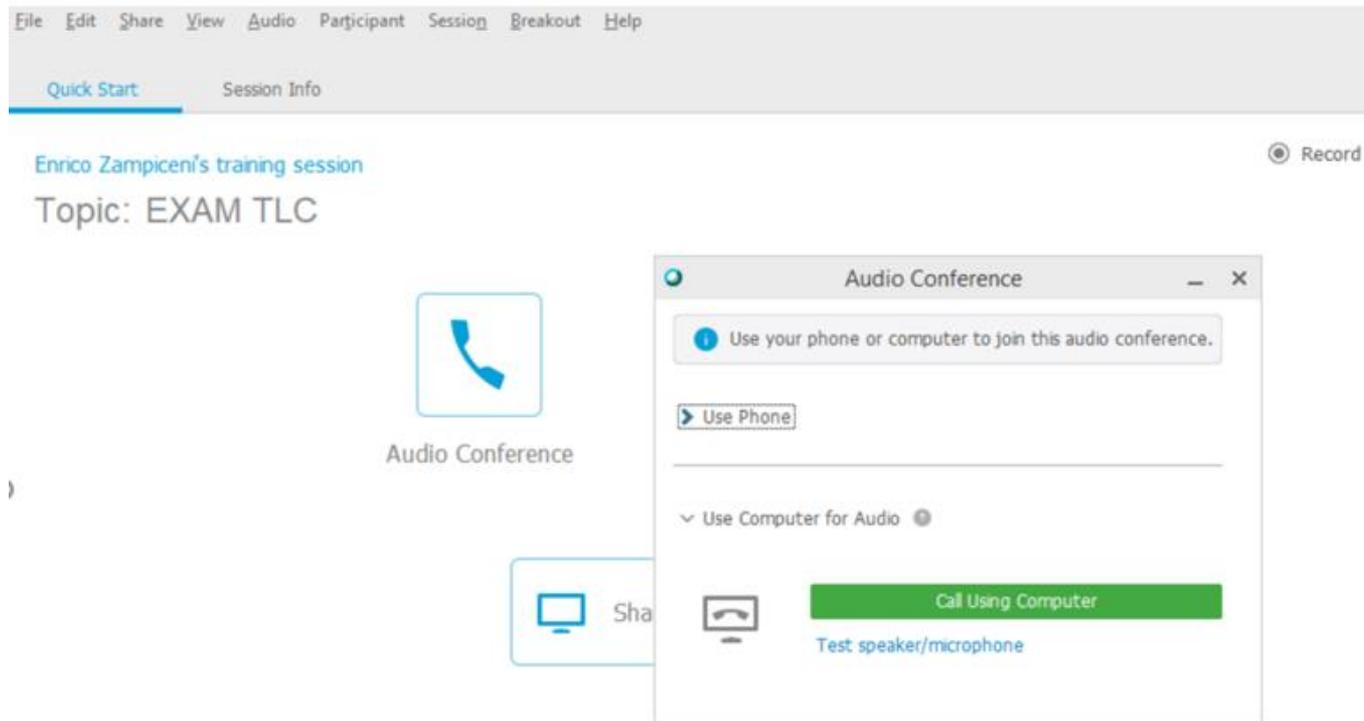


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The student will be redirected to the university authentication page where have to select the option ***Riconoscimento facciale per studenti***.

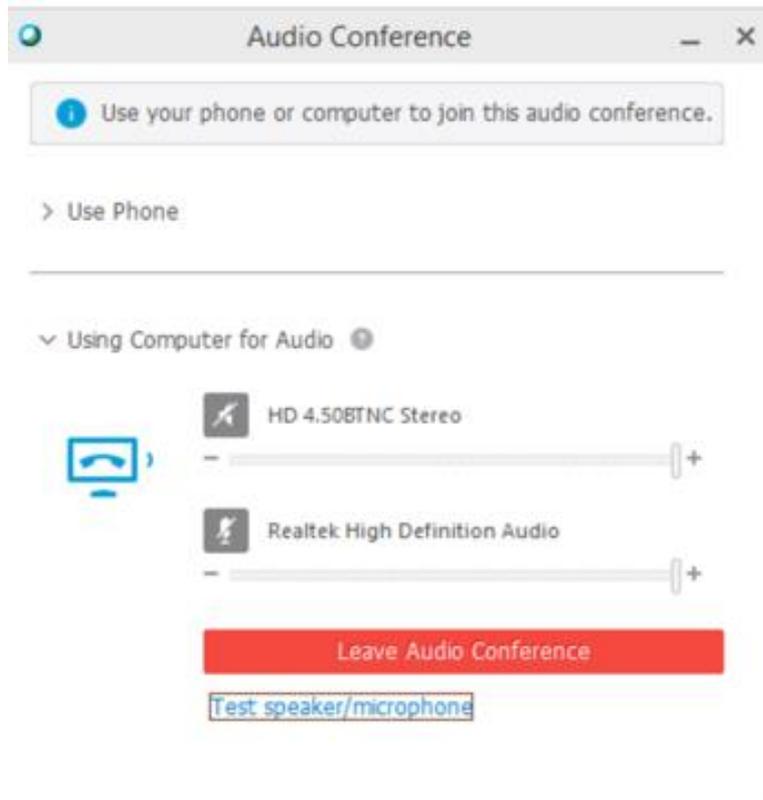
A push message will arrive on the student's smartphone with the invitation to perform the facial recognition with the Keyless APP.



When the student log into a written or laboratory exam session, the program asks to select the audio input system.

To connect audio just select the green button.

If it does not appear automatically, simply select the audio item in the gray menu.



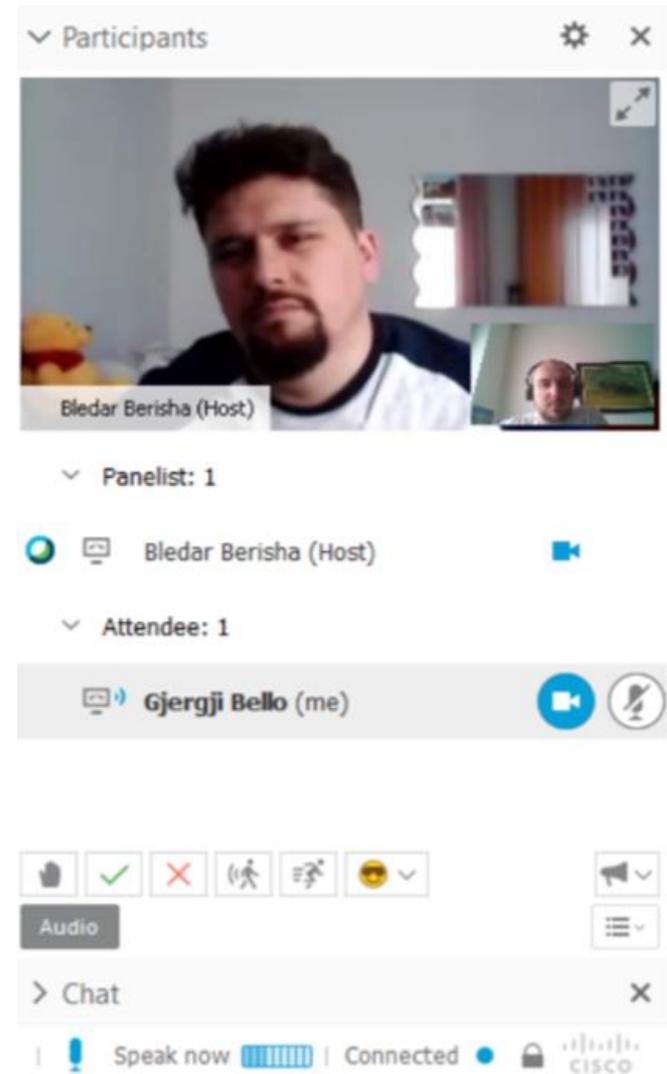
Using the **speaker / microphone** test button, the user can open the screen to test the audio and the microphone or select a different audio device

The list of participants is displayed on the right.

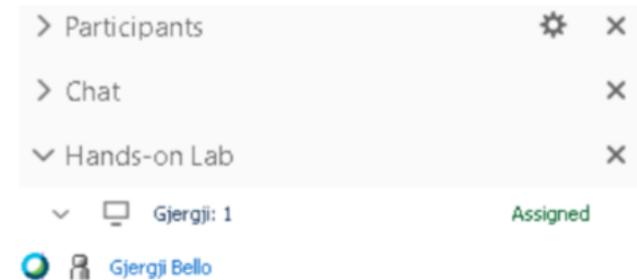
In correspondence of your name, there is the symbol of the video camera to use to activate/deactivate your video.

In the same way, with the microphone-shaped button you can activate or deactivate your own audio output.

Note: **Both in written tests and in laboratory tests, the video camera must remain active for the duration of the examination to allow the monitoring of activities.**



Exams in Lab

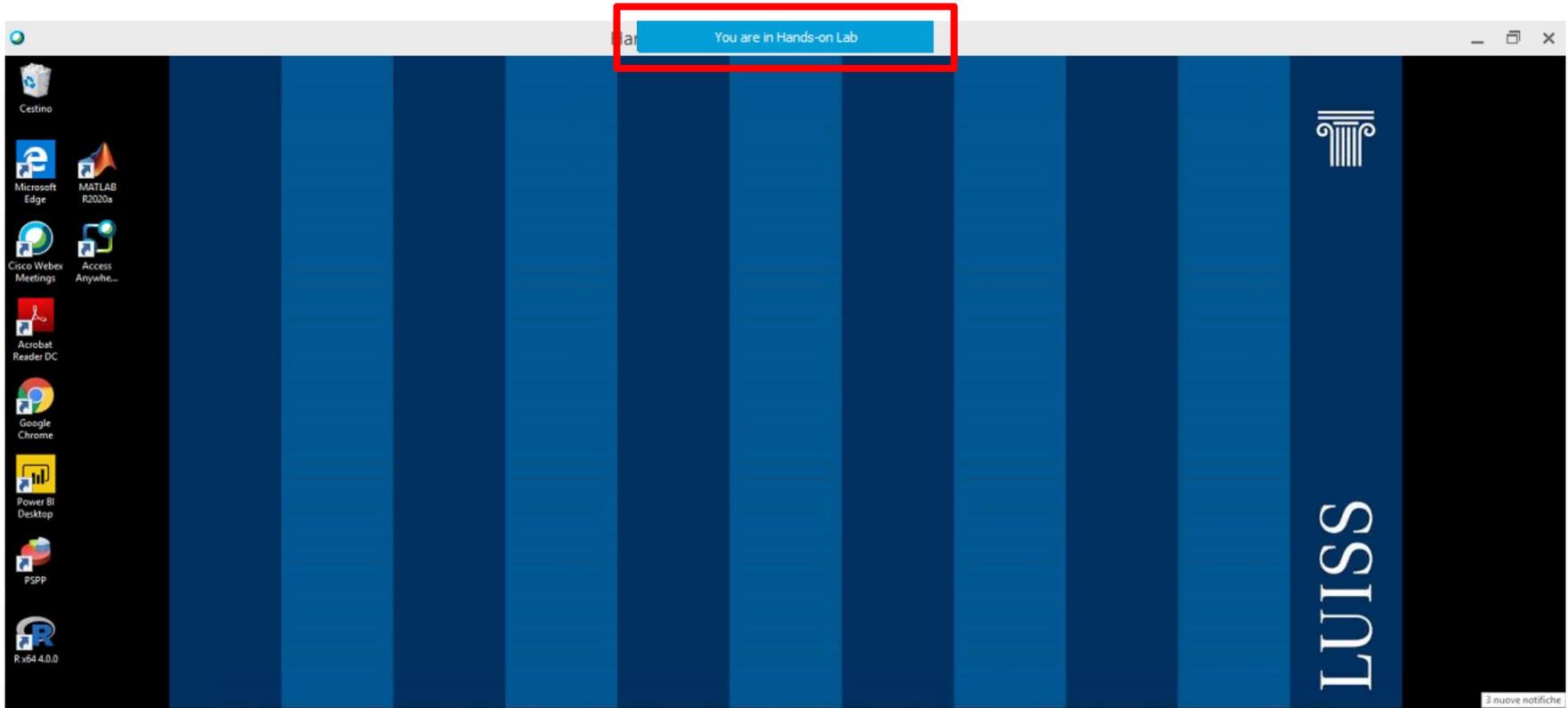


When a teacher assigns a PC to a student, a window will appear to be able to connect to the machine. After receiving the authorization from the teacher, pressing **Yes** will allow access to the machine.

Disconnect

Connect

Exams in Lab

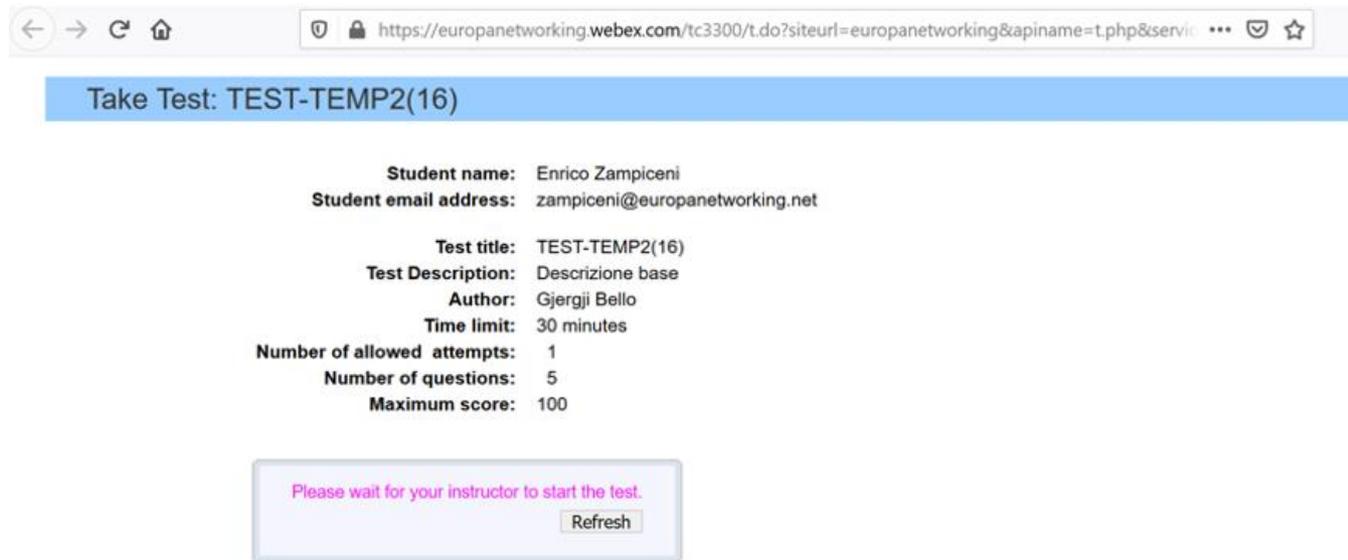


Once connected, a PC of the University will be available with the programs needed for the examination.

To exit Just move the pointer on the blue box at the top of the screen and press the Return button.

Note: **All operations executed within the PC will be monitored and recorded.**

Written Exams



The screenshot shows a web browser window with the address bar displaying <https://europanetworking.webex.com/tc3300/t.do?siteurl=europanetworking&apiname=t.php&servic>. Below the address bar, a blue header bar contains the text "Take Test: TEST-TEMP2(16)". The main content area displays the following test details:

- Student name:** Enrico Zampiceni
- Student email address:** zampiceni@europanetworking.net
- Test title:** TEST-TEMP2(16)
- Test Description:** Descrizione base
- Author:** Gjergji Bello
- Time limit:** 30 minutes
- Number of allowed attempts:** 1
- Number of questions:** 5
- Maximum score:** 100

At the bottom of the page, there is a light blue box containing the text "Please wait for your instructor to start the test." and a "Refresh" button.

When the teacher starts the exam, a window opens automatically with the summary of the written exam, pending further confirmation by the teacher.

After activation confirm of the teacher, the page will redirect to the start exam screen.

Written Exams

Question 1

Un anno bisestile è un anno di giorni.

Answer Saved

Time remaining:

Question 5

Descrivere la differenza tra Sistema Operativo, Sistema Solare e Sistema Stellare.

(Maximum 9999 characters)

Il sistema operativo

You can expand the text box

Answer Saved

Time remaining:

Responses are saved each time a box is checked.

In the case of free text the responses are saved clicking with the mouse outside the answer space.

After the examination with the **Submit Test** button, the responses are sent to the system.

Oral Exams

Webex Teams must be used for the Oral Exams

The application can be downloaded from

<https://www.webex.com/downloads.html>

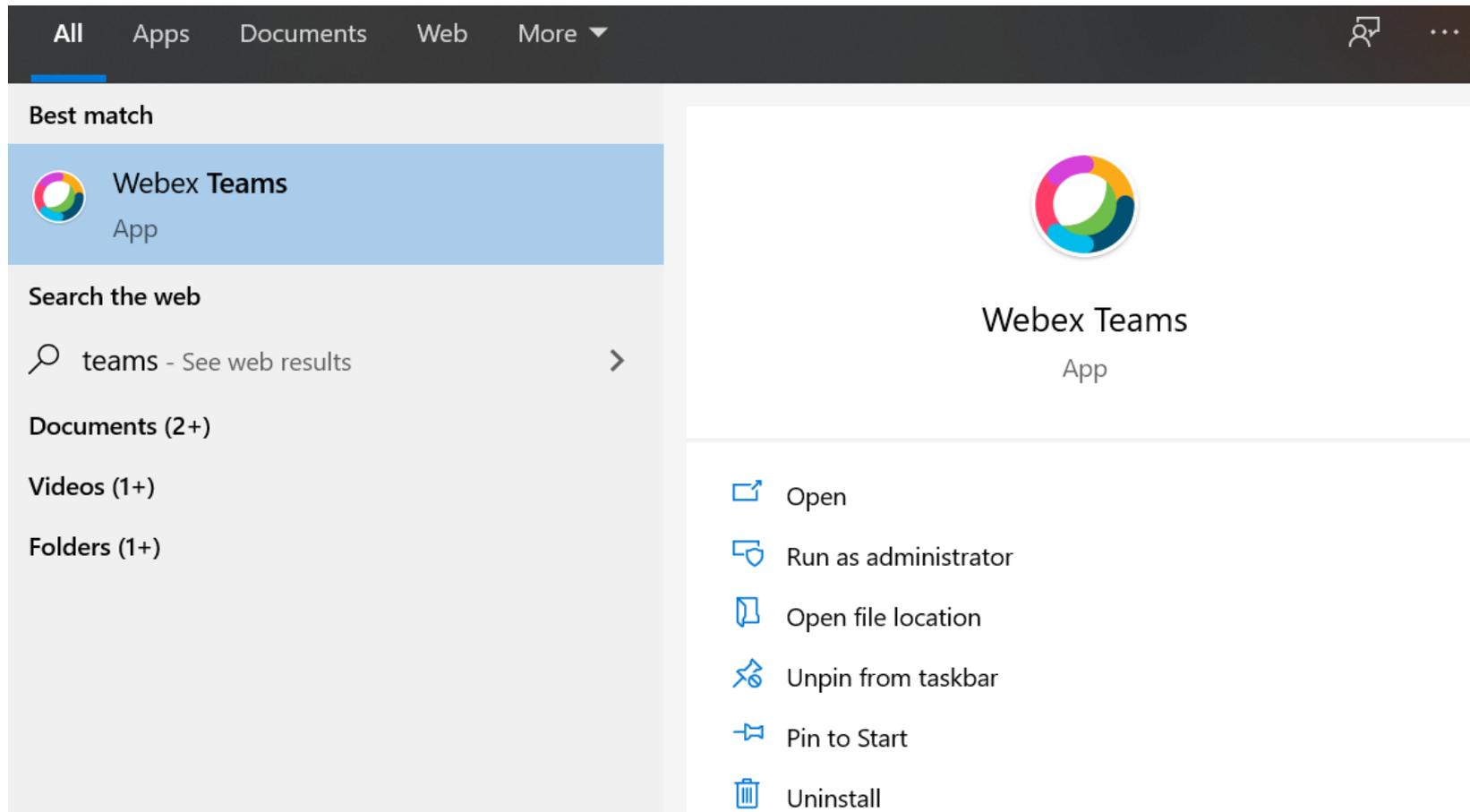
Similarly, Webex Teams can be used directly on the web browser.

Oral Exams – Download App

- Download The APP from www.webex.com/downloads

The screenshot shows the Webex website's download page. The browser's address bar is circled in blue, displaying www.webex.com/downloads.html/. The page features a navigation menu with 'Solutions', 'Webex Devices', 'Plans & Pricing', and 'Learn'. The main heading reads 'Get the Webex you need.' Below this, there are two columns. The left column is for 'Webex Meetings', described as 'Looking for real time video conferencing?'. It lists features: 'HD video for face-to-face meetings', 'Flexible audio-only conference call options', 'Easy screen sharing', and 'Meet across any device'. A blue button labeled 'Download for Windows' is present, along with 'Download on the App Store' and 'GET IT ON Google Play' buttons. The right column is for 'Webex Teams', described as 'Looking for messaging and team collaboration?'. It lists features: 'One-on-one or group messaging', 'Digital two-way whiteboarding', 'Rich content and file sharing', and 'Video calling'. It also has a 'Download for Windows' button and 'Download Teams VDI (Coming soon)' text, with 'Download on the App Store' and 'GET IT ON Google Play' buttons. At the bottom, there are two preview images: one of a Webex Meetings interface showing a video call with a 'Join' button, and another of a Webex Teams interface showing a chat window with a list of contacts.

Oral Exams - Teams login



Once installed, Webex Teams will appear in the system tray.

Oral Exams - Teams login

The image shows a screenshot of the Cisco Webex website. The browser address bar shows 'webex.com'. The navigation menu includes 'Solutions', 'Webex Devices', 'Plans & Pricing', and 'Learn'. The 'Sign in' button is highlighted with a red box and a red arrow pointing to it, labeled with the number '1'. Below this, a 'Sign in' modal is shown, labeled with the number '2'. The modal contains an input field with the email address 'MY_USER@luiss.it' and a 'Next' button. At the bottom of the modal, it says 'Don't have a Webex Meetings account? [Sign up](#)'. The background of the website features an illustration of a meeting with several participants and a dog, and a banner for 'Supporting you during COVID-19' with a photo of a woman working on a laptop.

To log into the web application, the student must enter the account credentials

Oral Exams - Teams login



Webex Meetings

Bringing you face-to-face.



Webex Teams

Continuous teamwork in one place.

Select Webex Teams

LUISS 

Accedere con un altro account



Riconoscimento facciale per studenti

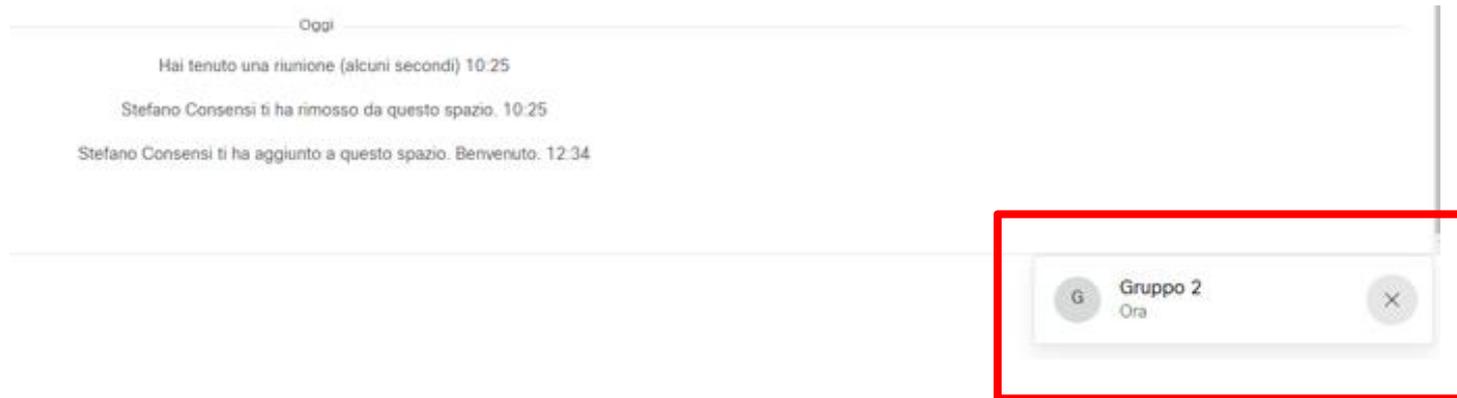


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After entering the data to access Webex, the student will be redirected to the university authentication page where must select the ***Riconoscimento facciale per studenti*** option and follow the subsequent instructions.

Oral Exams



Either by using the application or by accessing the web, when the teacher starts the call for interrogation, a call message appears on the bottom right accompanied by an audio signal.

To answer the call just click twice with the mouse on the highlighted box.

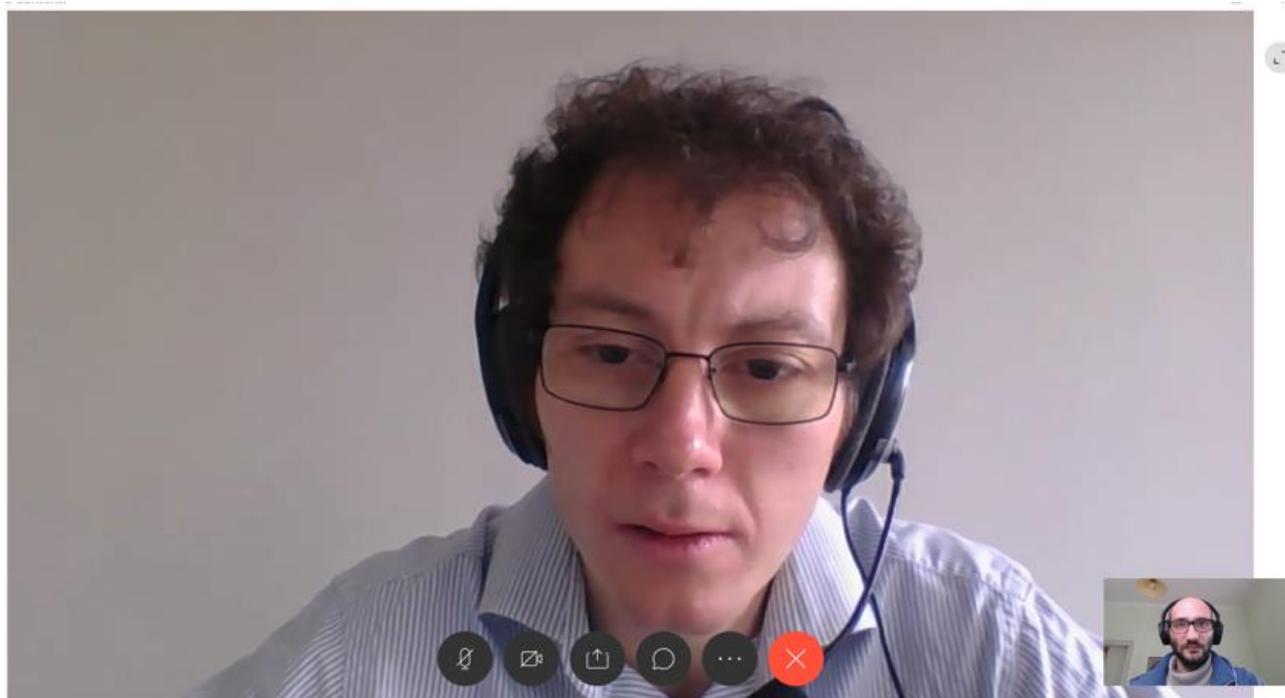
Oral Exams



Before actually joining the video call, a video preview will be open with your camera, the options to turn the microphone or video camera on and off, and the button to actually access the video call.

Note. It is recommended to visualize the face correctly, the video will be used to monitor the student's attention

Oral Exams



Within the video call, the image of the interlocutor is displayed in large size and your video camera small at the bottom.

Once the interrogation is over and after being dismissed by the teacher, you can exit using the red button with the **X** in the center.

Summary

- Oral Exams



Webex Teams

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- Written Exams
 - Exams in Labs



Webex Meetings