COLLEGE OF SCIENCE & LIBERAL ARTS

Department of Mathematical Sciences

Spring 2020 Syllabus Addendum
Transitioning to Online Instruction

Math 333
Course Title: Probability & Statistics
Instructors: Multiple
Coordinator: Professor P. Natarajan
Date: March 18, 2020

The following changes will be made due to the transition to online instruction

Lectures: Lectures will be delivered online using conferencing tools with recording facilities such as WebEx during scheduled class times. Video lessons, video examples and reading resources will also be made available through the online homework platform WileyPlus or Canvas.

Office Hours: Office hours will be offered online using tools such as WebEx.

Communication: Communication with students will be maintained using emails and announcements on Canvas and through WebEx/Canvas Conference. Students need to frequently check their email for updates. Installing *Canvas app for Students* is recommended.

Homeworks: Homeworks will continue to be posted on the online homework platform WileyPlus with submission date adjustments if needed.

Quizzes: Quizzes will be posted on WileyPlus or Canvas using Lockdown Browser

Common Exams: Common exams will be online on Canvas using online proctoring tool **Lockdown Browser with Respondus Monitor** with Scientific Calculator. Formula sheet and tables will be included with the online exam. Practice quiz and sample quiz will be provided using the same online proctoring tool. Practice problems for the common exams will also be posted on WileyPlus for all sections.
The exam questions will be in multiple-choice and numerical answer format with the requirement of student work submission immediately after exam completion.

Using LockDown Browser with Respondus Monitor for Online Exams/Quizzes:

Respondus LockDown Browser is a locked browser for taking exams or quizzes in Canvas with the requirement of webcam and microphone. It prevents you from printing, copying, going to another URL, or accessing other applications during an exam or quiz.

If a Canvas exam or quiz requires that LockDown Browser with Respondus Monitor be used, you will not be able to take the exam or quiz with a standard web browser.

The webcam can be built into your computer or can be the type that plugs in with a USB cable. Watch this short video (Links to an external site.) to get a basic understanding of LockDown Browser and the webcam feature. A student quick start guide is also available at https://web.respondus.com/wp-content/uploads/2019/08/RLDB-QuickStartGuide-Instructure-Student.pdf

1. Download and install LockDown Browser from this link:

http://www.respondus.com/lockdown/download.php?id=264548414 (Links to an external site.)

2. Once your download has finished, locate the "LockDown Browser" shortcut on the desktop and double-click it. (For Mac users, launch "LockDown Browser" from the Applications folder.). Choose **NJIT Canvas** from the drop-down list.
3. You will be brought to the NJIT Canvas login page within the LockDown Browser.
4. Under "My courses," click on the course in which you would be taking the exam/quiz that requires the LockDown Browser.
5. After you enter the course, find the exam or quiz and click on it.
6. A confirmation prompt will appear. Click the "Start attempt" button. Once an exam has been started with LockDown Browser, you cannot exit until the Submit all and finish button is clicked.
7. If you are required to use a webcam (Respondus Monitor), you will be prompted to complete a *Webcam Check* and other Startup Sequence steps. For the ID check, please have your NJIT ID card with you.
8. If work submission is required, after you complete the exam and exit the Lockdown Browser, use a regular browser and access the **show your work** assignment in your course on Canvas. Click on **submit assignment** link to access the page on canvas that will allow you to upload your work. Suggestions for methods to upload work will be provided to students.

IST Service Desk

Students may also contact the IST Service Desk with any questions. Questions or problems can be submitted via web form by going to: https://servicedesk.njit.edu (Links to an external site.) and clicking on the "Report your issue online" link.

You may also call the IST Service Desk with any questions at 973-596-2900.