

MEMORANDUM DCD #19, 2022-23

To: Chairs, University of Toronto Scarborough
Cc: Chairs' Assistants
From: Professor Katherine R. Larson, Vice-Dean Teaching, Learning & Undergraduate Programs
Professor David Zweig, Vice-Dean Recruitment, Enrolment & Student Success
Date: 22 March 2023
Re: **WebOption, AuRA, and ExamSoft Call for Summer 2023**
Note: For distribution broadly to all Instructors and Teaching Assistants Teaching in Summer 2023

Dear Chairs,

The Summer 2023 Call for WebOption, automated classroom recording (newly named AuRA), and ExamSoft is now open for the coming term. Please ensure this call is circulated to all instructors teaching in your departments in the summer term.

Following the successful pilot of our new automated classroom video capture system, we are pleased to again offer two options for course recording support in Summer 2023. To ensure faculty consent for recording, we are following an **opt in** process.

1. Automated Recording Apparatus (AuRA): In Fall 2022, we installed new camera recording systems in 10 of our mid-size classrooms. These new camera systems are designed to track the movement of instructors and integrate slides, videos, and other teaching tools into the recording. This new state-of-the art system is now operating in the following 10 classrooms:

HL-B101, HW215, IC200, IC212, IC230, MW120, MW160, MW170, SW128, SW309

Recording through AuRA is automated, uploaded to Kaltura, and made immediately available in your course's Quercus media gallery.

If you are teaching in an AuRA enabled classroom, and would like to make use of this new system, you will need to [request automated recording](#) through the Centre for Teaching & Learning no later than **Thursday 13 April**.

As of Winter 2023, WebOption may only be requested in these classrooms if there are unique pedagogical needs that cannot be met by the new camera system. Over time, as more AuRA-enabled classrooms are put into operation, we will be winding down WebOption. Information & Instructional Technology Services (IITS) is continuing to retrofit existing classrooms with the new camera infrastructure. Phase 2 is scheduled to be in place in select large classrooms for Fall 2023.

2. WebOption Videography: WebOption support, which involves an in-person videographer recording a class, will be prioritized for all Fall courses in non-AuRa enabled classrooms with section enrolments of 200+. Other WebOption units will be allocated by faculty request, with priority based on a) class size b) sections of large-enrolment courses and c) specific pedagogical needs. [Requests for WebOption for Summer 2023 courses](#) should be sent to the Centre for Teaching & Learning no later than **Thursday 13 April**.

For faculty who wish to record and post their own lectures, webcams are available at all fixed classroom podiums, supported by IITS. We have a small number of 360-degree panoramic webcams (Meeting Owl Pro) available that are suitable for small-to-medium seminar-style classes and can be reserved through IITS av@utsc.utoronto.ca

Faculty are expected to plan for academic continuity in their classes, including if students need to miss class due to illness. If recordings are not being used, academic continuity can also be provided through notes, slides, and other means; academic continuity should also be factored into assessment design (e.g. dropping the lowest quiz mark). We continue to recommend designing your courses and assessments with [Universal Design for Learning](#) principles in mind to support the success of all students.

ExamSoft

Any online or computer-based assessments must be designed with careful attention to academic integrity issues and the growing prevalence of artificial intelligence ChatBot tools. We strongly recommend running computer-based tests and exams in person at U of T Scarborough using ExamSoft, a software system that enables students to write in person at U of T Scarborough on secured laptop computers that prevent access to outside websites and online resources. [Requests for ExamSoft](#) for Summer 2023 term tests and exams should be submitted to the Centre for Teaching & Learning no later than **Monday 1 May**. Faculty interested in reviewing the possibility of ExamSoft for their course should contact quercus.utsc@utoronto.ca.

Kind regards,



Katherine R. Larson
Vice-Dean Teaching, Learning &
Undergraduate Programs



David Zweig
Vice-Dean Recruitment, Enrolment &
Student Success