

Invigilators and camera surveillance guidelines

The following document describes the requirements to ensure fair and cheating-free examination for all participating delegations. We remind that all participating countries have signed in the code of conduct that they will not allow or indulge in any kind of cheating during the exams. If multiple delegations meet in a common location, the requirements for invigilation of exams are different from single delegation in one place, as announced previously.

Single delegation in one place:

- Each student needs his own camera, showing the entire working area, including the monitor of the personal computer used for experiments. This camera needs to be connected to a provided zoom session to allow external supervision.
- Two cameras showing the entire exam room need to be installed. The cameras need to be connected to the provided zoom session to allow external supervision. One camera shall be placed in the front of the room and one in the back of the room.
- At least one camera covering the entire exam room needs to have a offline backup. This can be an additional camera or one of the cameras connected to the zoom sessions.
- Student supervision on site must be done by Invigilators. Invigilators must be organized by the participating country and they are different from Team Leaders and Observers and shall not have participated/seen the exam question discussion sessions. There must be always at least one Invigilator in the exam room during the exam. Invigilators are not allowed to know the content of the exam beforehand. All invigilators must be registered. The tasks of invigilators include:
 - o Installation of the experiment on the student's computer
 - o Print exams
 - o Supervision during the exam
 - o Scanning and uploading the solved exams
 - o Helping and monitoring student movement for toilet break. No questions related to the exam questions can be answered, unless previously agreed with the organizing team.

Invigilators do not have to pay any registration fee. They will not receive access to the discussion and moderation processes. It is not foreseen that they receive any giveaways.

- Contrary to last year, leaders are allowed to stay in the same location during the exam days. However, it has to be ensured that students do not have the possibility to follow any of the leaders/observers activities. Contact between students and leaders/observers shall be avoided or reduced to the absolute minimum. Any communication about the exam is strictly forbidden.

Multiple delegations in one place:

If multiple delegations meet in a common location, requirements are less strict. Please communicate all gatherings of multiple delegations beforehand to info@ipho2022.com

All delegations are asked to report behavior that does not comply with the code of conduct to report@ipho2022.com

- Please ensure that examination venue is big enough to accommodate students of all delegations in one place and leaders/invigilators of multiple teams are available for invigilation. If more than one rooms are used for examinations, then the leaders/invigilators of different delegation must be doing the invigilation. Please inform IPhO2022 organizers about the way the exam is planned, number of rooms with names/countries of delegation and leaders/invigilators for invigilation in each room, for approval.
- Two cameras showing the entire exam room need to be installed. The cameras need to be connected to the provided zoom session to allow external supervision. One camera shall be placed in the front of the room and one in the back of the room.
- Student supervision on site must be done by Leaders or Invigilators. Invigilators must be organized by the participating country. There must be always at least one Leader or Invigilator in the exam room during the exam. All leaders/invigilators must be registered.

The tasks of leaders/invigilators include:

- Installation of the experiment on the student's computer
- Print exams
- Supervision during the exam
- Scanning and uploading the solved exams
- Helping and monitoring student movement for toilet break. No questions related to the exam questions can be answered, unless previously agreed with the organizing team.

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