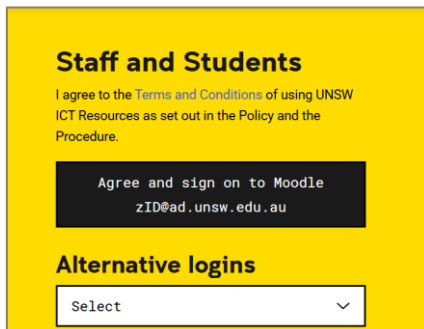


## Student Oral Assessment

### Start Guide for Students

#### Log in

- 1 Access Moodle and agree and sign on using your zID and password.



**Staff and Students**

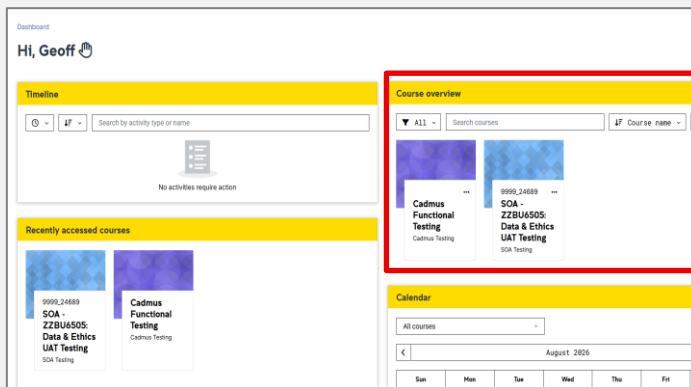
I agree to the [Terms and Conditions](#) of using UNSW ICT Resources as set out in the Policy and the Procedure.

Agree and sign on to Moodle  
zID@ad.unsw.edu.au

**Alternative logins**

Select ▼

- 2 Locate the "Course Overview" section on the Moodle Dashboard and click on your course.



Dashboard

Hi, Geoff

**Timeline**

Search by activity type or name

No activities require action

**Course overview**

Search courses

9999\_24689 SOA - ZZBU6505: Data & Ethics UAT Testing

9999\_24689 SOA - ZZBU6505: Data & Ethics UAT Testing

**Calendar**

All courses

August 2025

Sun Mon Tue Wed Thu Fri

- 3 On the Course page, click the "SOA" link to log on to the SOA platform.  
After successfully logging in, accept the privacy terms and synchronise the time zone before proceeding to the Dashboard.

**PRIVACY NOTICE:** The University of New South Wales (UNSW) is using the Changineers platform (Changineers) for the purpose of administering and conducting oral assessment tasks for the course in which you are enrolled. Personal information that you provide in the Changineers platform is used solely for this purpose. Changineers platform is hosted and operated by a third party (Changineers Pty Ltd). UNSW and Changineers Pty Ltd have entered into a Services Agreement for the provision of the Changineers platform for student oral assessments, under which both parties must comply with all applicable laws in the handling of personal information. You can submit a request to access or amend any of your personal information you provide by emailing [testandlearn@unsw.edu.au](mailto:testandlearn@unsw.edu.au). All personal information is managed in accordance with UNSW's Information Governance Policy, Privacy Management Plan and Student Privacy Statement.

[Accept](#) [Decline](#)

**Your device has a different time zone to your Data & Ethics (ZZBU6505) account.** should we update your Data & Ethics (ZZBU6505) account to Australian Eastern Standard Time?

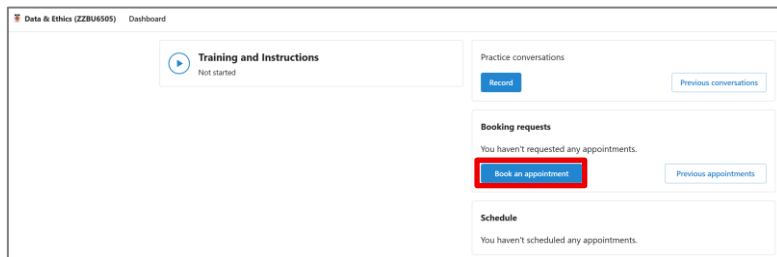
You can also change this setting at any time in [your profile](#).

[Keep my current setting](#) [Update my time zone](#)

**Note:** If you choose to keep my current settings, the default time zone will be set to Sydney time.

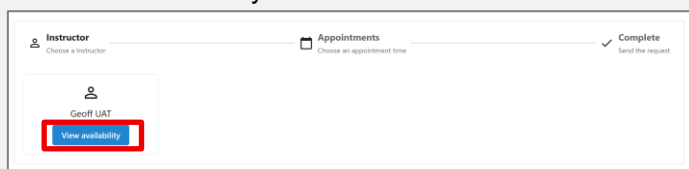
## Book an Appointment

- 1 To book an appointment click 'Book an appointment' from the Dashboard



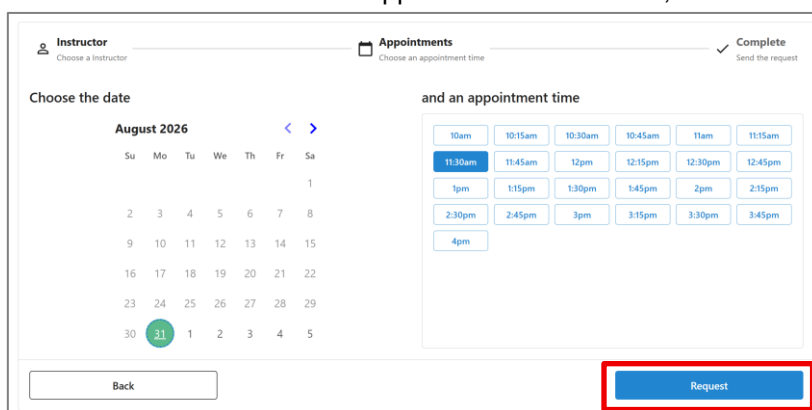
The screenshot shows the 'Data In Ethics (Z2B06505) Dashboard'. It features three main sections: 'Training and Instructions' (Not started), 'Practice conversations' (Record, Previous conversations), and 'Booking requests' (You haven't requested any appointments). The 'Book an appointment' button is highlighted with a red box. Below it is the 'Schedule' section (You haven't scheduled any appointments).

- 2 Click 'View availability'



The screenshot shows the 'Instructor' section with 'Choose an instructor' and 'Appointments' with 'Choose an appointment time'. The 'View availability' button is highlighted with a red box.

- 3 Select an available time in the appointment time section, and then click "Request".



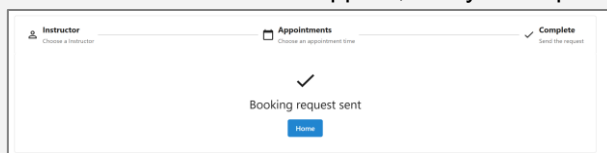
The screenshot shows the 'Choose the date' section with a calendar for August 2026. The date 31st is selected. The 'and an appointment time' section shows a grid of time slots. The '11:30am' slot is selected. The 'Request' button is highlighted with a red box.

- 4 Click 'Send Request'.



The screenshot shows the 'Send booking request' screen. It displays the text: 'You are requesting an appointment with Geoff UAT for Monday, August 31st, 2026 at 11:30am'. The 'Send request' button is highlighted with a red box.

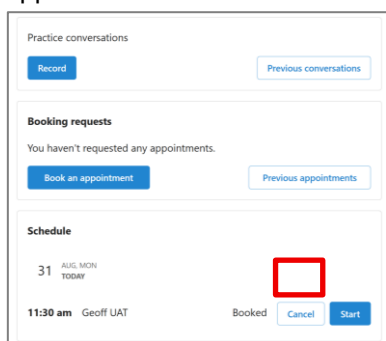
A confirmation screen will appear, and your request is sent to your convenor to accept.



The screenshot shows the 'Booking request sent' screen. It displays a checkmark and the text: 'Booking request sent'. There is a 'Home' button.

## Cancel a Booking

- 1 Your dashboard will display any booking requests. Click 'Cancel' to cancel if you need to cancel your appointment.



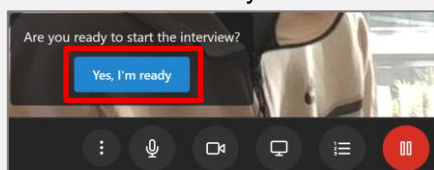
- 2 Enter a reason for the cancellation and click 'Cancel booking'.



**Note:** an email notification will be sent to your convenor.

## Start a Scheduled Appointment

- 1 On your dashboard, click 'Join' to start your appointment under the scheduled section.
- 2 Click "Get Started".  
Note: You can update your device settings by clicking the eclipse [...] then on Device Settings
- 3 Click "Join Call"
- 4 Select "Yes I'm ready" when asked if you are ready to start the interview.



The system will countdown 5 seconds and then the interview begins.  
Once the interview has finished the convenor will End the Interview.

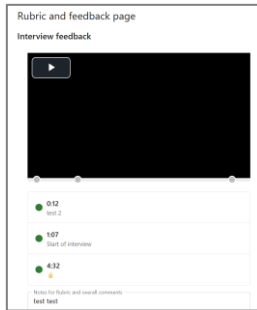
## Check Interview Feedback and Assessment Grade

- 1 On your dashboard, click 'Open' for the completed appointment in the "Schedule" section. If the completed appointment is a past date, this will be found under "Previous appointments".



The "Rubric and Feedback" page is displayed.

**Note:** the "Rubic and Feedback" page will be displayed only after Course Convenor completes the review and submits it to Moodle.



- 2 To check your grades, go back to the Course information page in Moodle
- 3 Click 'Grades' to check your final grade and feedback.



Your grade for the course will be displayed along with any feedback

| Grade item                                | Grade     | Range | Feedback         |
|-------------------------------------------|-----------|-------|------------------|
| SOA - ZZBU6505: Data & Ethics UAT Testing |           |       |                  |
| EXTERNAL TOOL<br>SOA UAT                  | 70.00 ... | 0-100 | good bit nervous |

## Additional Information

### Session Expired

If a SOA session times out, you may be redirected to the Course Information page. Please access the platform via UNSW Moodle.

Access via UNSW Moodle

## Data & Ethics (ZZBU6505)

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua.

**Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris.**

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Sed ut perspiciatis unde omnis iste natus error sit voluptatem accusantium doloremque laudantium, totam rem aperiam, eaque ipsa quae ab illo inventore veritatis et quasi architecto beatae vitae dicta sunt explicabo.

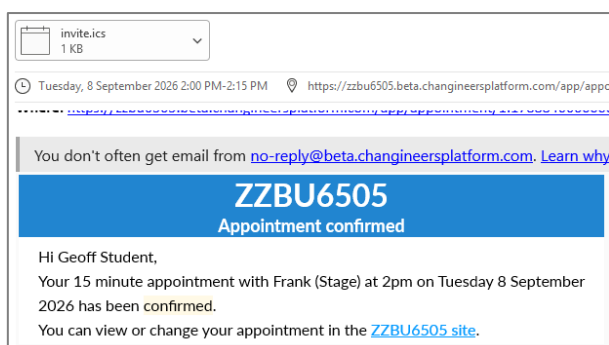
Nemo enim ipsam voluptatem quia voluptas sit aspernatur aut odit aut fugit, sed quia consequuntur magni dolores eos qui ratione voluptatem sequi nesciunt.

What both the Student and Instructor needs:

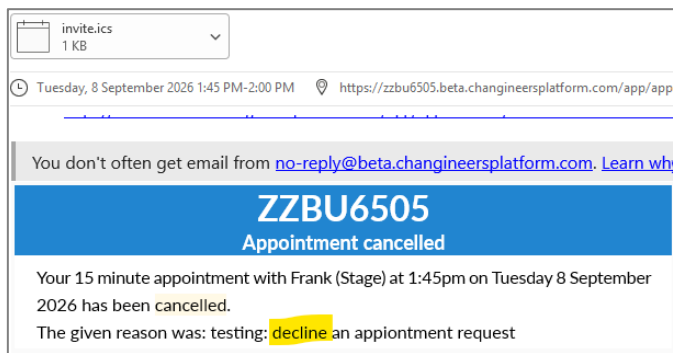
- a desktop computer, laptop or tablet - no mobiles
- a stable internet connection
- a working webcam and microphone
- a well-lit and quiet workspace
- head / ear phones preferred
- Chrome / Safari browser preferred

### Notifications:

1. As a student, when your appointment request is accepted by a Course Convenor, you will be receive an email notification. See example below:



2. When your appointment request is declined, you will receive a cancellation (decline) confirmation email.



3. When an existing booking is cancelled by a Course Convenor, you will receive a cancellation email with a cancellation meeting invitation.

