

Teacher Guide for ONLINE Students

Requirements:

- **Choose your scheduled start time.** In your portal, you can choose what time slot you want to use for your students. When you order your exams, a default is used, but you can modify it anytime before registration closes. Be careful to convert to your appropriate time zone.

The competition starts automatically so ensure your students are set up and waiting a few minutes before the start time.

- Each student will need a laptop or tablet or alternate device with internet access. Students must all be proctored in-person, not remotely.
- No phones or calculators are permitted during the exam.
- The process uses the online service <https://www.crowdmark.com/> Students will need reliable access to that site during the competition and will need to use it for the *Getting Ready* step (usually in the days before the competition).
- **Proctor declarations** must be downloaded from your portal account -> download area, filled out and uploaded to the upload area within two days of the competition being completed. **The system requires you to upload an exam file as well, please upload the proctor declaration in both areas (exam file and proctor declaration) to bypass this.*

How it works

When you order exams, you need to also “enroll” your students through your Teacher Portal. That means providing their names, which grade they are in and a few other bits of information. *For Online students, we also require a unique email address for each student so that they can access Crowdmark, the online platform they’ll use for taking the test. This step must be done by the registration deadline (or the following day).*

1. When registration closes and your students are enrolled, we email them to give them instructions on how to get set up on Crowdmark. This is a similar email to the information you see below. Students shouldn’t just go to the Crowdmark site directly and try to sign up. They need to wait for the “invitation” to be separately emailed to them (typically within an hour later).
2. Very soon after sending the instructions, **Crowdmark sends invitations by email to each of your students.** This lets them connect using a link in the email that automatically ties them into the competition..Here’s a sample email:

From Crowdmark Mailer <no-reply@crowdmark.com> @

To jean.richard@

18:32

Subject **J2024 – New assignment: Getting Ready for CJMC**



There is a new assignment waiting for you on
Crowdmark: Getting Ready for CJMC

To access your assignments on Crowdmark you will need to sign in.

Sign in and go to
assignment

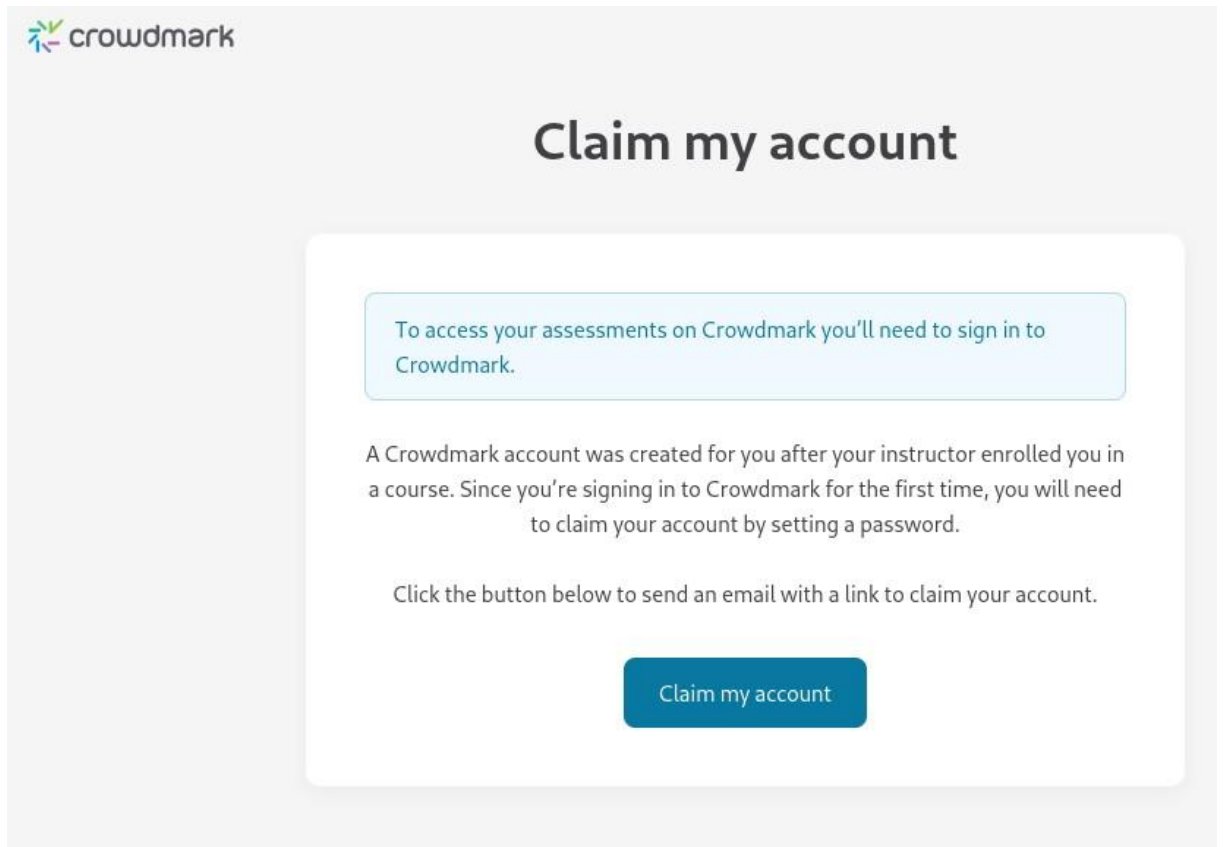
Or paste this link into your browser:

<https://app.crowdmark.com/student/assessments/getting-ready-for-cjmc?invite-email=jean.richard%&institution=cms>

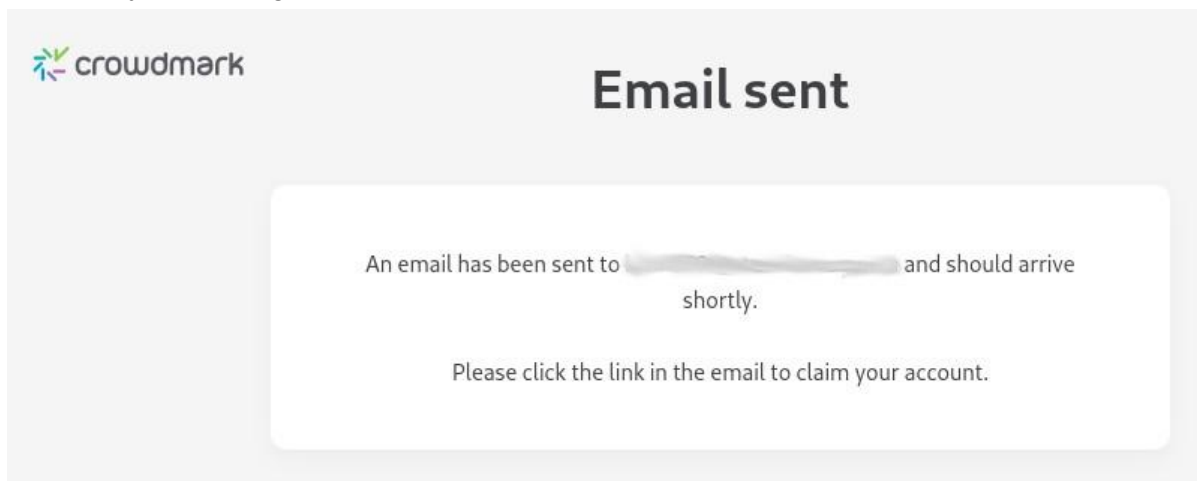
(Note that throughout this document, the images may refer to a different actual competition or year; it's just for sample usage)

3. So the student should click the blue rectangle button or the link below it.

- Students are unlikely to already have Crowdmark accounts, so their browser will display a Crowdmark page asking them to “Claim their account” by doing an email verification.



So again, the student should click the blue rectangle on this web page. The browser will display something like this:



5. That will send another email to the student:

From Crowdmart Mailer <no-reply@crowdmart.com> ⓘ
To [REDACTED] ⓘ
Subject **Claim account** [REDACTED]



Hello,

Your Crowdmart account is almost ready to go! To set a password and claim your account, please click the link below:

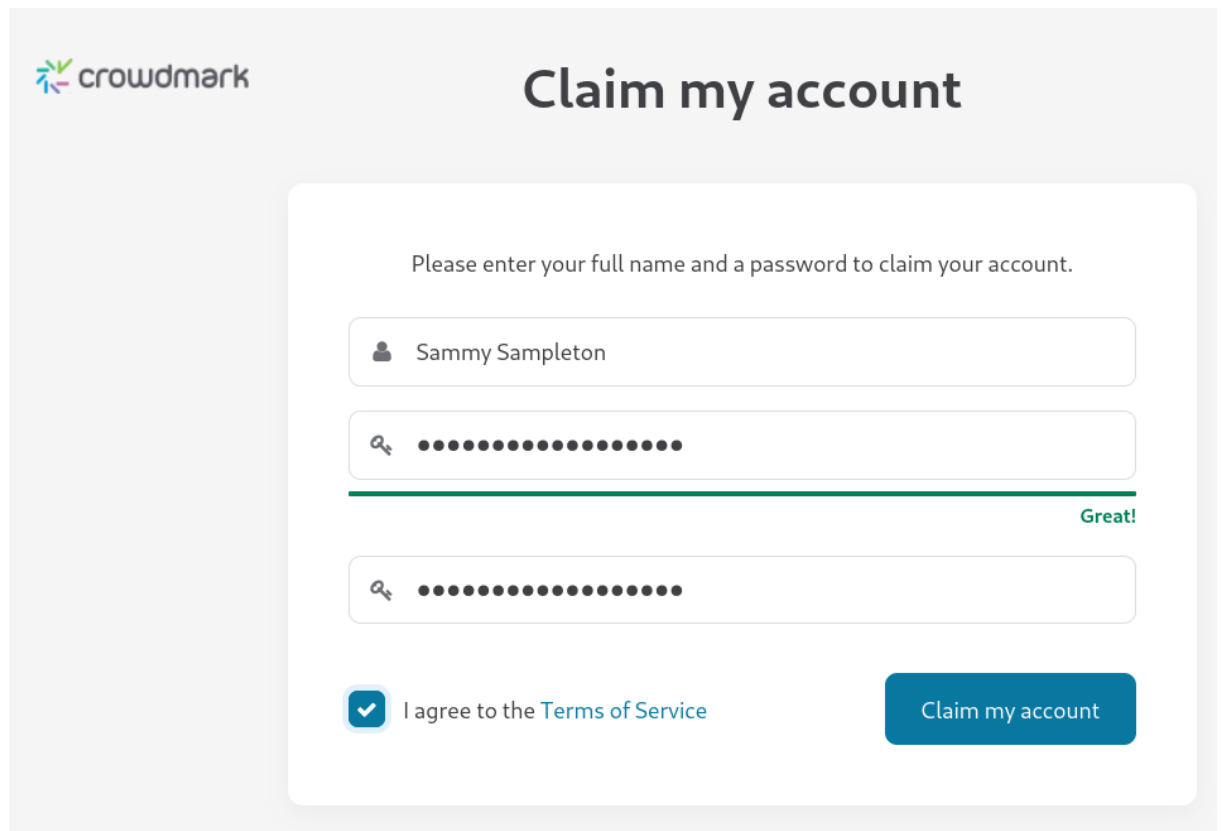
Claim my account

Or paste this link into your browser:

<https://app.crowdmart.com/claim-account/5PurRS7TGfcSYCsgtsgG.1849143>

As usual, the student should click on the blue box.

- Now the student gets a new page in the browser like below. The student should complete this, then click the blue button.



The screenshot shows a web page for 'crowdmark' with the title 'Claim my account'. Below the title, a message says 'Please enter your full name and a password to claim your account.' There are two input fields: the first contains 'Sammy Sampleton' and the second is a password field with 12 dots. A green horizontal line separates the two fields, with the word 'Great!' in green text to the right of the line. Below the password field is another password field with 12 dots. At the bottom left, there is a checkbox with a checkmark and the text 'I agree to the [Terms of Service](#)'. To the right of this is a blue button labeled 'Claim my account'.

This completes the account setup for the student and it proceeds to present the *Getting Ready* exercise.

7. The student will see the introduction/instructions for the *Getting Ready* exercise. This is a five minute activity just to make sure they become familiar with how Crowdmark works ahead of time so that on the actual competition day there are no surprises or misunderstandings. The web browser will display something like this:

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 Sammy Sampleton ▾

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Getting Ready for CJMC

CJMC -- Canada Jay Mathematics Competition 2024

Welcome to a short example showing you how things work when you write the real CJMC online at the time chosen by your teacher.

This example quiz is NOT for marks.

Your real CJMC competition will be 90 minutes long and consists of 15 multiple-choice questions.

This example has a ten minute time limit and is only two questions long.

Remember that on the CJMC, if you leave a question blank, you will get 1 point, but if you choose the wrong answer, you get zero points.

Be sure to click the bottom button **Submit for Evaluation** to hand it in.

Due date
Friday, November 8, 2024 12:30 am (Pacific Standard Time)

Late penalty
100% deducted per minute

Time left [Show](#)

Depending on your timing, there might be a button saying “Start Assessment” or it might already be displayed on this page (just scroll down).

This will have a couple of sample math questions and allow the student to respond to them.

8. Here is an example of the web page the student will see containing the *Getting Ready* content. This is very much like the real exam except for the questions themselves and the fact they'll get 90 minutes to finish the real exam.

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Sammy Sampleton

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🔍

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Time left

5

Sample 1 (4 points)

Shoe sizing systems in North America use a standard measurement between sizes based on barleycorns.

One barleycorn is equal to $\frac{1}{3}$ inch. When shoe sizing systems were first created, the largest shoe size was set to 12 for a shoe length of 12 inches. For each decrease of one shoe size the shoe length decreases by one barleycorn. So a size 11 shoe has a shoe length of $11\frac{2}{3}$ inches ($12 \text{ inches} - \frac{1}{3} \text{ inches} = 11\frac{2}{3} \text{ inches}$).

What is the shoe length of a size 7 shoe?



☐ $10\frac{1}{3}$ inches

☐ 7 inches

☐ 5 inches

☐ $9\frac{2}{3}$ inches

Sample 2 (5 points) 🔒 Saved

A mail delivery company charges the following for delivering letters and parcels:

- \$ 2.50 for weight up to 60 g.
- \$ 0.50 each extra 10 g or part thereof.

A woman wants to use this company to send a 138 g manuscript, either as a single package or as two or more packages. What is the lowest cost of postage for this weight with this company?

☒ \$ 5.90

☐ \$ 6.00

☐ \$ 6.50

☐ \$ 7.00

☐ \$ 7.50

Ready to submit?

→ You will not be able to resubmit your work after the due date has passed

Submit for evaluation

🚀

Time left

To hand in the work, the student clicks the bottom blue button **Submit for Evaluation**.

9. Now the browser says “Submitted Successfully”. The student can close the browser window and/or “sign out” using the menu under the top right corner. If there is time left, there will also be a button allowing them to go back and edit their responses.

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Remember that on the CJMC, if you leave a question blank, you will get 1 point, but if you choose the wrong answer, you get zero points.

Be sure to click the bottom button **Submit for Evaluation** to hand it in.



Submitted successfully!

Assignment submitted and ready for grading.

You can resubmit until **Friday, November 8, 2024 12:30 am (Pacific Standard Time)** if needed.

 Edit and resubmit

**All of the images above are for example purposes*

Comments? Questions?

This concludes the Teacher Guide for ONLINE competitions. If you have any comments or questions, please contact us as early as possible: competitions@cms.math.ca