



NDG Linux Courses – Cisco NetAcad™ Exam Activation Documentation

Instructors and Administrators

Last updated May 2024

Network Development Group is offering NDG Linux courses for institutions participating in the Cisco Networking Academy® program. In order for learners to take exams in the instructor-led NDG Linux course materials, instructors will first need to activate exams.

NDG Linux courses are typically offered in two versions, ***instructor-led*** and ***self-paced***. Course content is identical between the two, but ***self-paced*** classes are designed to run without any input from instructors.

Self-paced classes have all exams automatically enabled by default, remove all pre-requisites, and grade students as complete upon finishing the final exam and course feedback.

Instructor-led classes require active involvement from an instructor in order to function correctly. This includes activating exams and manually grading students as complete.

You **cannot** change exam activation settings in any way for a class that was created as ***self-paced***.

NDG Linux courses are partner courses within the Cisco Network Academy, but hosted externally by NDG. This means that exams are graded and provided externally via NDG tools. The Cisco Networking Academy “Assessment Center” and “VDS Assessment Center” are specifically hidden and disabled in NDG Linux courses. Do not attempt to use these tools when activating NDG Linux exams.

Note: The NDG tools are primarily used to set assessment duration (how long a student will have to finish an exam once it is started) and number of attempts that a student can have to take or retake an exam. While the tool can also be used to restrict access to a limited window of time, this is only recommended if the window is one week or longer. Shorter access windows are difficult to do with the tool and very prone to error, as they almost always require date and time conversions.

In cases where an instructor wishes to restrict student access to exams to a specific time and date window, the Cisco Networking Academy access restrictions built into the LMS are by far more capable and a better choice for doing so. Information regarding the access restrictions can be found in the NetAcad FAQ and instructor resources here:

<https://www.netacad.com/portal/faq-page/modulesassignments>

Unlike the NetAcad itself and the NetAcad LMS, all dates and times found in the NDG tools are expressed in UTC and not your locally selected time zone. Activation windows or advanced activations require the manual conversion of date and time from UTC to your local time.

Create and Apply a Default Exam Activation

1. Open the *Help & Resources* Module.

All instructor materials for the NDG Linux courses are contained within the *Help & Resources* module.

Click on the **Help & Resources** module below for Frequently Asked Questions. Please ensure you have read the course FAQ completely before contacting NDG Online Support.

NDG Linux Essentials Version 2.21 (ILT)



N Help & Resources

Restricted Available until end of 23 February 2025

Before You Get Started

N Before You Get Started

Restricted Available until end of 23 February 2025

2. Click *Assessment Tool* under the *Resources* heading.

Help & Resources

Help Center

NDG Linux Essentials / Help Center

Frequently Asked Questions

1. How are exams generated and what is the grading scale?
2. Is there instructor support for the NDG Linux courses?
3. Why is the course not being graded as complete?
4. Why can't I click the "Next" button?
5. How are the points earned for the labs?
6. How can I submit suggestions or feedback?
7. Are the chapter modules and lab content available to download for offline use?

Instructor Resources

- Gradebook
- **Assessment Tool**
- Teaching Materials

Help

- Feedback

3. Click *Create Activation Profile*.

These will be the default profile, but can be overridden or not applied to all exams if desired. For example, you may wish your students to have additional time for mid-term or final exams.

Help & Resources

Assessment Tool

Help Center / Assessment Tool

Assessment Activations

There is no Activation Profile for this class. Please create one.

[Create Activation Profile](#)

Assessment Viewer

- Chapter 02 Exam
- Chapter 03 Exam
- Chapter 04 Exam
- Chapter 05 Exam
- Chapter 06 Exam

4. Enter the desired settings for your profile and click **Save Profile**.

Activation Profile Help Center / Assessment Tool / Activation Profile

Profile

Name:

Maximum number of attempts:

Activation Window

Days: Hours: Minutes:

Minimum Activation Window: 1 hour
Maximum Activation Window: 180 days

This is the length of time that the assessments will be available for students to log in and attempt the assessment. A student can attempt an assessment anytime during this period and will have the amount of time selected in Assessment Duration to complete the assessment.

Assessment Duration

Hours: Minutes:

Minimum Assessment Duration: 1 hour

5. Click **Manage Activations**.

Help & Resources

Assessment Tool Help Center / Assessment Tool

Assessment Activations

[Manage Activations](#)

[Edit Activation Profile](#)

Assessment Viewer

[Chapter 02 Exam](#)

[Chapter 03 Exam](#)

[Chapter 04 Exam](#)

[Chapter 05 Exam](#)

6. Select the exams you wish to apply the profile to and click **Create Default Activations**.

<input checked="" type="checkbox"/>	Chapter 12 Exam
<input checked="" type="checkbox"/>	Chapter 13 Exam
<input checked="" type="checkbox"/>	Chapter 14 Exam
<input checked="" type="checkbox"/>	Chapter 15 Exam
<input checked="" type="checkbox"/>	Chapter 16 Exam
<input checked="" type="checkbox"/>	Chapter 17 Exam
<input checked="" type="checkbox"/>	Chapter 18 Exam
<input checked="" type="checkbox"/>	Final Comprehensive Exam
<input checked="" type="checkbox"/>	Final Exam
<input checked="" type="checkbox"/>	Midterm Exam


7. Confirm your settings and click **Create Default Activations** at the bottom of the page.

Final Exam

Activation Window: 2024-05-20 12:03 to 2024-08-18 12:03
Duration: 2:00:00
Maximum Number Of Attempts: 5

Midterm Exam

Activation Window: 2024-05-20 12:03 to 2024-08-18 12:03
Duration: 2:00:00
Maximum Number Of Attempts: 5



Create Default Activations

Cancel

8. Exams now show a check for **Current Activations**.

Any exam that shows a current activation is open to students (unless otherwise restricted by assignment settings in the NetAcad LMS). If there is no check in current activation or only a check in expired activations, the exam will not be accessible. Note that you can have a check in both columns (both current and expired), but this does indicate an active exam.

Help & Resources

Create Activations
↓
[Help Center](#) / [Assessment Tool](#) / [Create Activations](#)

<input type="checkbox"/>	Assessment	Current Activations	Expired Activations
<input type="checkbox"/>	Chapter 02 Exam	✓	
<input type="checkbox"/>	Chapter 03 Exam	✓	
<input type="checkbox"/>	Chapter 04 Exam	✓	
<input type="checkbox"/>	Chapter 05 Exam	✓	
<input type="checkbox"/>	Chapter 06 Exam	✓	
<input type="checkbox"/>	Chapter 07 Exam	✓	
<input type="checkbox"/>	Chapter 08 Exam	✓	
<input type="checkbox"/>	Chapter 09 Exam	✓	
<input type="checkbox"/>	Chapter 10 Exam	✓	
<input type="checkbox"/>	Chapter 11 Exam	✓	
<input type="checkbox"/>	Chapter 12 Exam	✓	
<input type="checkbox"/>	Chapter 13 Exam	✓	
<input type="checkbox"/>	Chapter 14 Exam	✓	
<input type="checkbox"/>	Chapter 15 Exam	✓	
<input type="checkbox"/>	Chapter 16 Exam	✓	
<input type="checkbox"/>	Chapter 17 Exam	✓	
<input type="checkbox"/>	Chapter 18 Exam	✓	
<input type="checkbox"/>	Final Comprehensive Exam	✓	
<input type="checkbox"/>	Final Exam	✓	
<input type="checkbox"/>	Midterm Exam	✓	

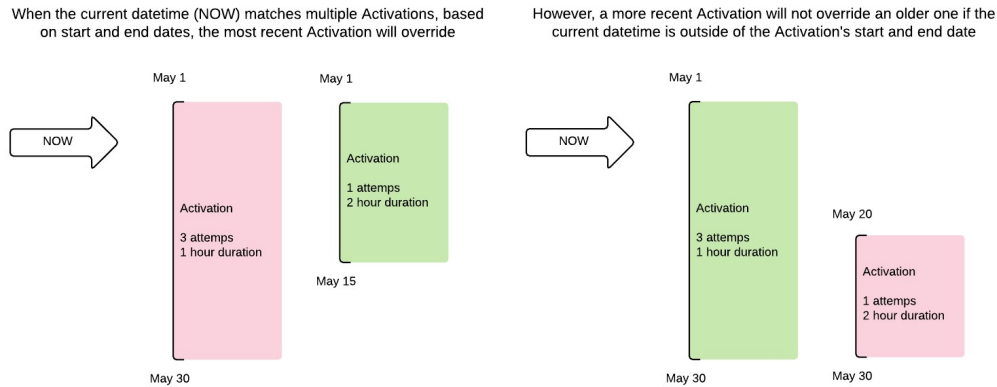
Create Default Activations

Create Advanced Activations

Frequently Asked Questions

1. Can I change exam activations after they are entered?

Once an activation is applied to an assessment, it cannot be modified or deleted. If you wish to modify the activation, it is then recommended to create a new activation with a start date starting on the same date or on a later date (within the time period of the last activation) as the previous activation. This will enable the new activation to overwrite the previous one. If this modification will not work in your situation and you wish to enable the activation at a much later date that does not fit within the previous activation's time block, then contact NDG support team to manually remove the desired activations. See example below.



2. Where can I find more information about how to use the NetAcad?

For more information, please visit the FAQs and Tutorials web page (you must be logged in to your NetAcad account to access): <https://www.netacad.com/group/program/faqs-and-tutorials>

3. Who should I contact if I have questions about this course that are not explained in this document?

Questions should be directed to Network Development Group at hostedsupport@netdevgroup.com.

For other NDG Linux course support documentation, please visit our support page at: <https://ndg.tech/qBDWOM>