Version 1.0 · effective 2026-09-16

Crux Pilot Memorandum

Between Jonathan Cooper, operator of Crux (cruxcall.com), an individual ("Operator"), **and** _____ ("Professor"), for the course _____ at _____.

Purpose. To try Crux, an AI-conducted oral interview about students' own coursework, in one assignment, and learn whether it is useful to the Professor and fair to students. Crux produces evidence and a suggested band; **the Professor assigns every grade.**

1. Scope

- Assignment: _____
- Mode (tick one): □ formative, ungraded feedback only □ counts toward a grade, with the Professor's own rubric and judgment
- Participants (tick one): □ volunteers only □ the whole section, with an alternative for students who decline recording
- Dates: from _____ to _____. Either party may stop the pilot at any time by email.
- No fee is charged for the pilot.

2. What students are told

Every student sees the Student Notice and Consent screen before beginning and accepts it explicitly. The Professor will also tell students in advance, in the syllabus or an announcement, that the interview is recorded and transcribed, that an AI conducts it, and that the Professor decides the grade. A student who declines recording will be offered an alternative by the Professor with no penalty.

3. Data

- Crux collects what the Privacy Notice describes: typed name, audio clips, verbatim transcripts, uploaded work, evaluations, and the Professor's grades and comments.
- Data is used only for this course, is not shared with anyone outside it, and is not used to train AI models. Sub-processors are listed in the Privacy Notice.
- The Professor sees only their own assignments and interviews.
- At the end of the pilot, the Operator deletes all interview data unless the Professor asks in writing to keep it, in which case the schedule in Retention and Deletion applies. The Professor may export grades and print evidence beforehand.

- The Operator will notify the Professor within 72 hours of confirming any breach affecting student data.

4. Materials

The Professor provides only materials they have the right to use. The Operator will not load licensed cases or copyrighted readings the Professor is not permitted to distribute.

5. The Professor's institution

The Professor has checked, or will check, whether their institution requires review or approval of a third-party tool for this use and will tell the Operator if it does. The Operator will provide the Privacy Notice, Terms of Use, AI Use Statement and Security Overview to any reviewer on request.

6. Feedback

The Professor agrees to one 30-minute conversation with the Operator after the pilot about what worked and what did not, and to share anonymized observations. Nothing in this memorandum prevents the Professor from saying anything they like about Crux to anyone.

7. Limits

Crux is a prototype provided as is. AI output can be wrong. The Professor will not treat Crux's suggested band as a grade and will review the evidence before grading. The Operator's liability is as stated in the Terms of Use. This memorandum is governed by Kentucky law.

8. Contacts

Operator: Jonathan Cooper, jon@cruxcall.com. Professor: _____.

	OPERATOR	PROFESSOR
Signature		
Name	Jonathan Cooper	
Date		