

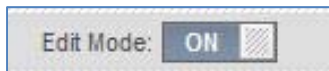
## Blackboard 9 Training – University of St. Thomas

### Self and Peer Assessment

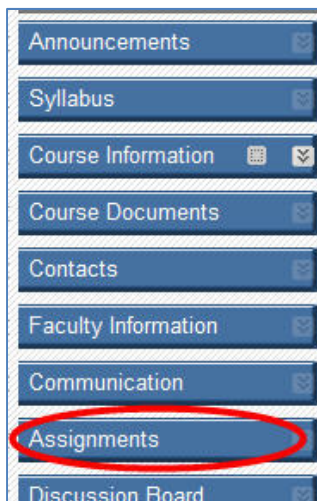
The Self and Peer Assessment tools allows the students to become part of the grading process. Self assessment can be used to have a student grade/review their own work by following instructions set by the instructor. Peer assessment is similar but it allows students to grade/review other students work.

#### Creating a Self/Peer Assessment:

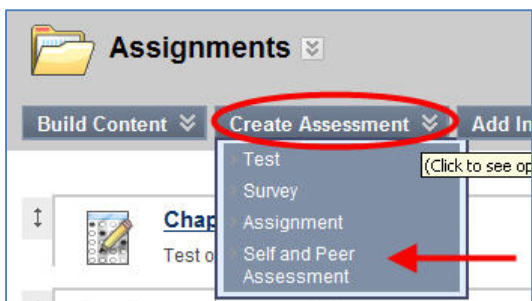
##### With Edit Mode On:



1. Click on desired Content Areas (Syllabus, Course Documents, Assignments, etc...).



2. Hover over **Evaluate** and click on **Create Self and Peer Assessment**.



3. Choose to create a new assessment or import your own. Fill in the Assessment information. Select Submission dates.

1. Create New or Import

Create a new assessment or import a previously exported assessment.

New or Import  New  Import

4. Assessment Information

Provide a name, instructions for the assessment, and dates for the submission process. Submission dates must be before evaluation dates.

\* Name

Instructions

Visual Editor ON

Submission Dates

Start Date

End Date

4. Choose the evaluation options. **Anonymous Evaluation** hides the names of both the submitter and evaluator. **Number of Submissions to Evaluate** specifies how many assessments each person will evaluate, set to 0 to only allow Self Evaluation.

5. Self and Peer Evaluation Options

Evaluation dates must be after submission dates. Anonymous evaluation hides the names of the submitters and the evaluators. Evaluate the user who submitted the assessment, but if the evaluation is anonymous, submitters will not see evaluators' names. Specify the number of evaluators. Submissions will be distributed among evaluators based on this number. Specify 0 submissions to evaluate if this assessment is for self-evaluation.

Evaluation Dates

Start Date

End Date

Allow Anonymous Evaluation  Yes  No

Allow Self Evaluation  Yes  No

Show Evaluation Results to Submitter  Yes  No

\* Number of Submissions to Evaluate

6. Options

Date restrictions and availability apply to the content item. They are not tied to the dates for the submission and evaluation processes.

Make the assessment available  Yes  No

Track number of views  Yes  No

Choose date restrictions

Display After

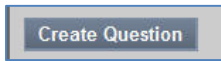
Display Until

5. Click on the **Submit** button.

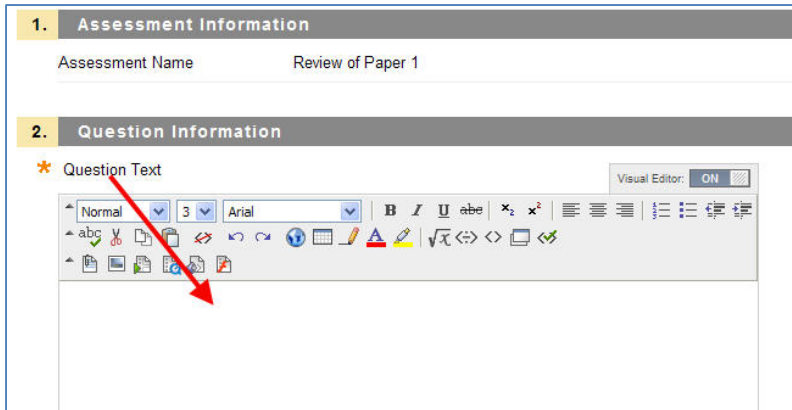
Cancel Submit

## Adding Questions:

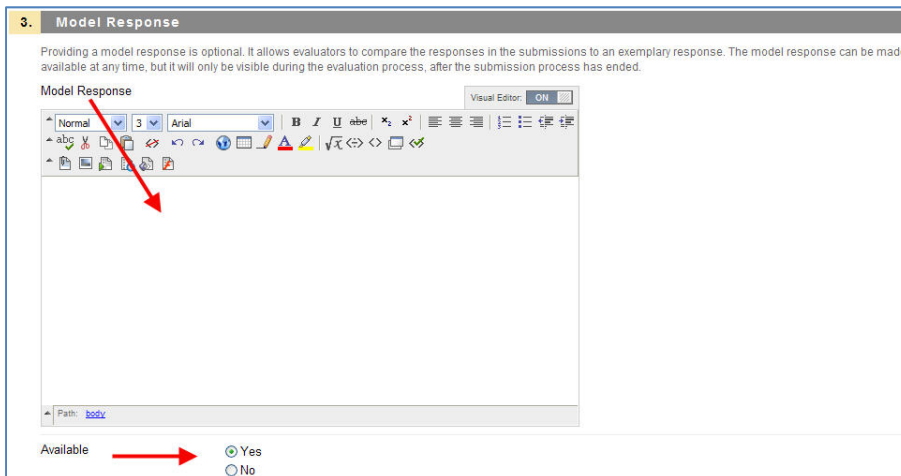
1. Click on the **Create Question** button.



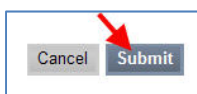
2. Fill in the question that you would like the student to answer.

A screenshot of a web form titled "1. Assessment Information" and "2. Question Information". The "Assessment Name" field contains "Review of Paper 1". The "Question Text" field is empty and has a red arrow pointing to it. The form includes a rich text editor toolbar with options for font, size, color, and alignment. A "Visual Editor: ON" toggle is visible in the top right of the editor area.

3. Enter a model response if you would like.

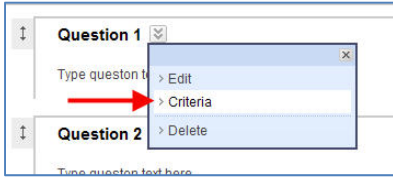
A screenshot of a web form titled "3. Model Response". It contains a text area for entering a model response, with a red arrow pointing to it. Below the text area is a "Path: body" field. At the bottom, there is an "Available" label with a red arrow pointing to a radio button selection for "Yes" (selected) and "No". A "Visual Editor: ON" toggle is also present.

4. Click the **Submit** button.

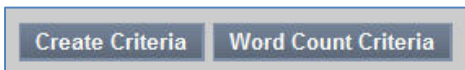


## Adding Criteria:

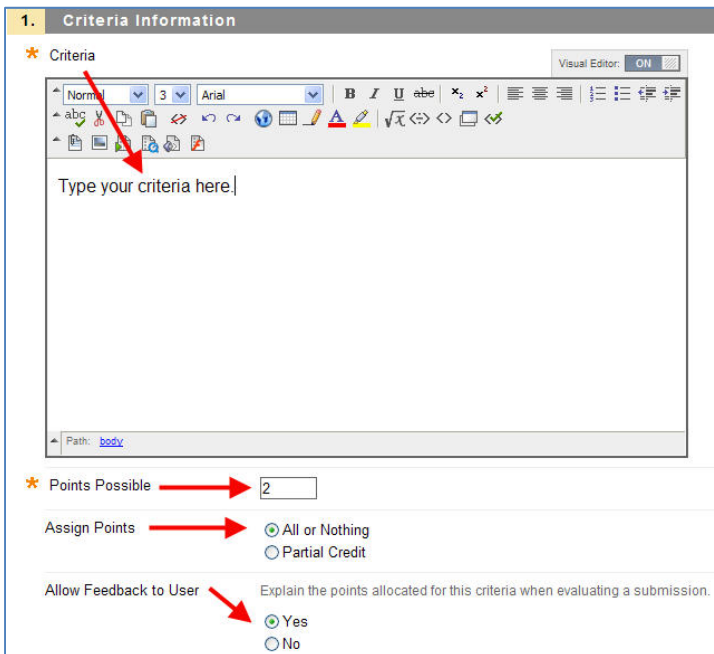
1. Click on the double down arrow, or chevron, next to the question you would like to add criteria to.



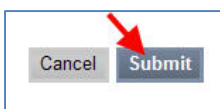
2. Click on either **Create Criteria** or **Word Count Criteria**. Word Count Criteria allows you to specify the amount of words that the answer should be. We will click on **Create Criteria** for this tutorial.



3. Enter the criteria into the **Criteria** field and set the number of points possible.

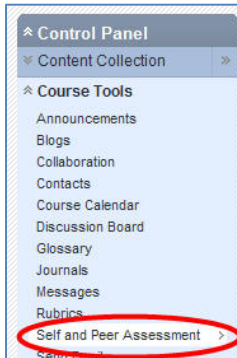
A screenshot of the 'Criteria Information' dialog box. The title bar says '1. Criteria Information'. Inside, there's a section for 'Criteria' with a rich text editor. A red arrow points to the text area which contains 'Type your criteria here.'. Below the editor, there are three fields: 'Points Possible' with a value of '2', 'Assign Points' with radio buttons for 'All or Nothing' (selected) and 'Partial Credit', and 'Allow Feedback to User' with radio buttons for 'Yes' (selected) and 'No'. A red arrow points to the 'Yes' radio button.

4. Click on the **Submit** button.



## Viewing the Results:

1. Under the Control panel, on the bottom left side of the page, click on **Course Tools** and click on **Self and Peer Assessment**.



2. Click on the double down arrow, or chevron, next to the name of the assessment. Choose to **View Submissions**, **View Evaluations**, or **View Results**.

