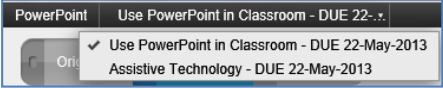












## GRADEMARK-DOCUMENT VIEWER WINDOW

This window is used to insert comments and QuickMark elements into a paper that has been submitted to Turnitin. The table below describes the different elements of this window.

Element	Description
<b>Assignment Drop Down and Navigation</b> 	This menu is used to navigate between different assignments for the student whose paper is being graded. Only the papers for that student will be available. This item appears directly above the tabs for Originality Report, GradeMark and PeerMark.
<b>Comment Button</b> 	Comments appear in two formats; bubble or text (inline). The image in the box at the left is how the bubble comments will appear in the window after the comment has been entered. To view the comment, move the mouse pointer over the bubble.
<b>QuickMark</b> 	These are predefined comments that can be added to a paper. To add additional comments, click on the QuickMark box and then add a comment to the Comments area.
<b>Paper Info</b> 	Click this button to display information about the paper, such as the Paper ID, Date and Time of Submission, Word Count, and Character Count
<b>Print/Download</b> 	To download a copy of the paper as it is currently displayed, click this button. The paper is saved as a PDF file so it can be printed, if desired.
<b>Paper Zoom</b> 	This button is used to zoom between multiple magnifications of the paper. They range from 85% to 175%.
<b>QuickMark</b> 	To display all QuickMark comments on the sidebar, click this button.
<b>General Comment</b> 	Click this button to view the general comments sidebar and to leave a general comment about the paper.
<b>Comment List</b> 	This option is used to view all the comments that have been added to the paper.
<b>Rubrics</b> 	To display the Rubric Scorecard for the paper, click this button. It is also possible to view the Rubric Manager by clicking this button.
<b>Hide/Display Sidebar</b> 	Use these buttons to hide the sidebar and only view the content of the paper.