

## PEERMARK-GRADE REVIEWS

The instructor may only grade reviews after the Due Date of the PeerMark Assignment. The overall grade for the review may be edited by the instructor. Once all the reviews have been graded, the overall grade for the review will be visible to the instructor. All reviews that were not started by the reviewer will be given an automatic grade of zero (0). The student will be able to view the grade for the review once the Post Date has passed and the instructor has graded every student review.

- ✚ Click the **Class Name** for which the **Reviews** are to be graded.
- ✚ Click the **View** link next to the **PeerMark** assignment (see illustration below).

Assistive Technology						
PAPER	13-May-2013 9:28AM	15-May-2013 11:50PM	15-May-2013 12:00AM	2 / 3 submitted	<a href="#">View</a>	<a href="#">More actions</a> ▾
PEERMARK	20-May-2013 8:00AM	20-May-2013 11:30PM	21-May-2013 11:30PM	2 / 3 completed	<a href="#">View</a>	<a href="#">More actions</a> ▾

- ✚ The **PeerMark Inbox** will display.
- ✚ Click the **Show Details** link next to the student name whose review is to be graded.

David Milosh	1/1 reviews	-- / 10	<a href="#">Show details</a>	<a href="#">More Actions</a> ▾
--------------	-------------	---------	------------------------------	--------------------------------

- ✚ Click the **Read Review** link next to the name of the student.
- ✚ Enter the **Grade** for the student into the **Grade** field which appears above the **Questions** and **Comments** tabs of the **PeerMark** window.
- ✚ Click the **Submit** button.

### Edit Review Grades

- ✚ Click the **Class Name** for which the review is to be viewed.
- ✚ Click the **View** link next to the **PeerMark Assignment** (see illustration below).

Assistive Technology						
PAPER	13-May-2013 9:28AM	15-May-2013 11:50PM	15-May-2013 12:00AM	2 / 3 submitted	<a href="#">View</a>	<a href="#">More actions</a> ▾
PEERMARK	20-May-2013 8:00AM	20-May-2013 11:30PM	21-May-2013 11:30PM	2 / 3 completed	<a href="#">View</a>	<a href="#">More actions</a> ▾

- ✚ Click the **Show Details** link (see illustration below) next to the student whose review is to be graded.

David Milosh	1/1 reviews	-- / 10	<a href="#">Show details</a>	<a href="#">More Actions</a> ▾
--------------	-------------	---------	------------------------------	--------------------------------

- ✚ Click the **Read Review** link (see illustration below) next to the **Student Review**.

David submitted 1 review	SCORE (10)	David received 2 reviews
Michael Milosh Instructor assigned pair	<a href="#">Read Review</a> 20-May-2013	Instructor Review in progress
Wanda House Instructor assigned pair	--	Michael Milosh Instructor assigned pair
<a href="#">Read all these reviews at once</a>		<a href="#">Read all these reviews at once</a>

- ✚ The **PeerMark Inbox** will display.
- ✚ Click the **Show Details** link next to the student name whose review is to be graded.
- ✚ Click the **Edit Grades** link at the bottom of the list of reviews.

- † Individual scores can be edited by clicking the box next to the review for which the grade is to be changed.
- † Once the box is selected, enter the new grade.
- † To edit the **Overall Grade**, click the grade box next to the name of the reviewer.
- † Enter a new score for the reviewer.
- † Click the **Save Grades** button to change the grade.