UNIVERSITY OF HARTFORD
FACULTY CENTER FOR LEARNING DEVELOPMENT

Self and Peer Assessment

Self-assessment, which encourages metacognition, is a process that allows students to interact with their own learning. Peer assessment, which helps create a learning community, is a process that allows students to interact with each other's learning. These two skills are essential for the successful lifelong learner. Blackboard's Self and Peer Assessment tool helps you incorporate these forms of assessment into your course.

Overview

When you create a new Self and Peer Assessment, you are doing two things: creating an assignment and then setting criteria to have that assignment evaluated by the student owner only (self-assessment), by classmates only (peer assessment), or both. The procedure is as follows:

- From a content area create a **Self and Peer Assessment**. Once you submit that information, a Grade Center column is created.
- Create the assessment (essay, etc.), and provide a model response.
- For each question, create the criteria on which evaluation will be based, determine point value, and other grading options. Check the Grade Center column for accuracy.
- Students then submit their completed assignments and assess their own and other students' work.
- Instructors can view submission and assessment progress throughout the entire process.

There are four basic steps to accomplish this:

1. Set up the Self and Peer Assessment.
2. Add assessment or assignment questions.
3. Add the evaluation criteria for each question.
4. Modify Grade Center column.

Step 1: Set up the Self and Peer Assessment

- From the Course Menu, select a Content Area item such as **Assignments**.
- Point to the **Assessments** button and select **Self and Peer Assessment.**

Creating a Self and Peer Assessment

Step 2: Add Assessment or Assignment Questions

Once you **Submit,** the next step is to create the assessment/assignment.

- Click **Create Question**.
- Provide the **Question Information** and **Model Response**. The model response may be an exemplary sample of the written response to be used as a guide for student evaluators to assess their own and their peers' work.
- Add other questions and model responses, if needed.

Step 3: Add Evaluation Criteria

For each question you have created, you will need to provide criteria for grading.

- Next to each question, click on the arrow and select **Criteria.**

- Select either **Create Criteria** or **Word Count Criteria.**
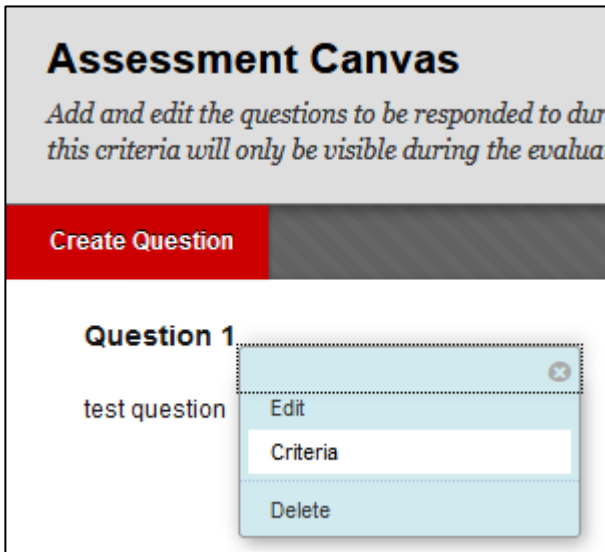
Create Evaluation Criteria for Question 1
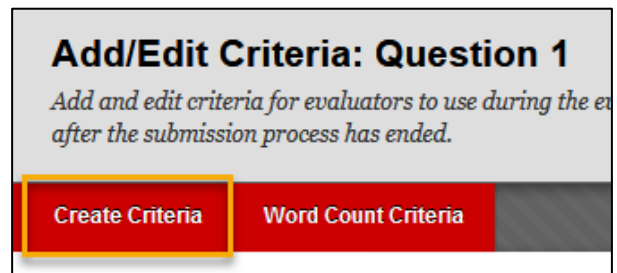
Creating Criteria for Question 1

- Provide criteria information to assist students in the evaluation process. Be sure to include criteria for assigning points and select **Yes** to allow students to view the feedback they receive. An example of the Criteria Information section screen is on the next page.

CRITERIA INFORMATION

✳ Criteria
For the toolbar, press ALT+F10 (PC) or ALT+FN+F10 (Mac).

| B | I | U | S | Paragraph | ⌄ | Arial | ⌄ | 14px | ⌄ | ☰ ⌄ | ☰ ⌄ | A ⌄ | ✎ ⌄ | Iₓ | ••• |

Criteria may take the form of:

- a rubric
- a list of phrases or vocabulary words
- a list of answers, i.e., an answer
- samples of well-known criticism

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✳ Points Possible
[25]

Assign Points
⦿ All or Nothing
◯ Partial Credit

Allow Feedback to Learner
Explain the points allocated for this criteria when evaluating a submission.

⦿ Yes
◯ No

Providing Criteria Information to Assist Students in the Evaluation Process

Step 4: Modify Grade Center column

Once you have created the Self and Peer Assessment, added the questions and evaluation criteria, be sure to modify the column in the Grade Center to reflect the proper point value and other options.

- Select **Full Grade Center** from the Control Panel
- Select **Edit Column Information** from the drop-down menu of the Self and Peer Assessment column that was created.
- The name will be automatically filled in.
- Provide a description, points possible, etc., as you would for any created grade column.
- Submit.

Monitoring Student Progress

Throughout the Self and Peer Evaluation process, you can check to see if students are completing their assignments and evaluations. Here's how to check if students have submitted their assignments:

- Click **Course Tools** from Control Panel.

- Select **Self and Peer Assessment** from the drop-down menu.
- Click the arrow next to the assignment and choose **View Submissions.**
- Click the arrow next to a student's name and select **View Submission.**

If you want to check to see if students have finished their evaluations:

- Click **Course Tools** from Control Panel.
- Select **Self and Peer Assessment** from the drop-down menu.
- Click the arrow next to the assignment and choose **View Evaluations.**
- Click the arrow next to a student's name and select **View Evaluation.**

Note that you also have the option of downloading submissions and evaluations one by one or all at once to view them on your own computer or print them out. Submissions consist of the student work, while evaluations may contain points only, comments, and may be self-assessment, peer assessment, or both.

Assessing and Grading Student Submissions

Since you are not a student in your own course, you cannot submit an assignment nor can you evaluate assignments using the Peer and Self-Assessment tool. Therefore, grading consists of downloading the average of points earned for the self-assessment or the average of points earned for the peer assessment, or both. You can modify those grades or create a separate grade column with your own assignment grade. To download grades:

- Click **Course Tools** from Control Panel.
- Select **Self and Peer Assessment** from the drop-down menu.
- Click the arrow next to the assignment and choose **View Results.**

You are able to view and download assignments and evaluations for each student separately, download all at once, and send the results to the Grade Center.

Tips and Red Flags

- If you choose to have students complete self-evaluations and peer evaluations, you might consider having two columns in the Grade Center: one for the Self and Peer Assessment assignment/evaluation grade, and one for the assigned grade for the assignment or assessment submitted only from you, apart from the student evaluation grade.

- If you provided examples (models) or answer keys for students to use during the evaluation stage, once the assignment submission is finished -- even if a student has not completed and/or uploaded a completed assignment -- that student is in an evaluation group and therefore **can see the model answer and answer key**. The impact of this is

that students who don't complete their work cannot be granted extra time to complete the assignment since they will have had access to the model and/or answer key.

- If you weight your grades, you might consider creating a separate category for Self and Peer Assessments as it is a unique and complex form of learning.

Getting Help with Technology at the University of Hartford

<u>Faculty Center for Learning Development (FCLD)</u>
FCLD provides consulting and instructional support to faculty and staff who are using technology in teaching and learning. The FCLD Faculty Lab in Mortensen 203a is available for faculty support and use and is equipped with instructional technology- related equipment including: PCs, Macs, scanners, and projectors as well as support staff. Faculty and Staff needing support with Blackboard or other instructional technologies, should contact FCLD.
Phone: (860) 768-4661   **Email:** fcld@hartford.edu
Website: http://www.hartford.edu/fcld

<u>Student Blackboard Support</u>
The following is student support for Blackboard only. All other support technical support issues need to be addressed to the Office of Technology Services (below).
Phone: (860) 768-4636   **Email:** bbsupport@hartford.edu
FAQ/Submit a Ticket: http://www.hartford.edu/studentbbsupport

<u>Information Technology Services (ITS) Help Desk</u>
For general computer and Internet/network support questions (not directly related to the classroom but rather passwords, Internet/email problems, Banner/Self-Service, campus Facebook).
Phone: (860) 768-4357   **Email:** helpdesk@hartford.edu
Website: http://hartford.edu/ots

<u>Media Technology Services (MTS)</u>
Faculty should contact MTS for assistance scheduling or implementing classroom technology (2-Way interactive video classrooms, Smart Podiums, laptops, etc.), for setting up WebEx accounts, or for scheduling and instruction for a wide variety of media equipment and resources like LCD data projectors, CD/cassette players, TVs and VCRs, digital video, and more.
Phone: (860) 768-4357   **Website:** http://www.hartford.edu/mts