Self and Peer Assessment

Self and Peer Assessments can be added anywhere within a content area and allow students to review each other’s work through criterion-based reference evaluation. Instructors have the option of using self and anonymous evaluations. These options may provide a comfort level that can result in more candid assessments and evaluations. However, they may also impact the integrity of the assessment process, so care must be exercised in their use.

Enabling Self and Peer Assessment

To get started with Self and Peer Assessments, it must first be enabled with a course site.

1. Under the expanded **Control Panel** menu, click on **Customization** and then **Tool Availability**.

   ![Control Panel](image)

   2. In the **Tool Availability** window, scroll down to the **Self and Peer Assessment** entry and check the first box. Directly below this is another entry also called **Self Peer Assessment**, check that box as well.

   ![Tool Availability Table](image)

3. Once these two boxes are checked, scroll down to the bottom and click on **Submit**.
Adding Self and Peer Assessments

1. In the desired content area (i.e. Assignments), enable **Edit Mode** by clicking on the button in the upper right-hand corner of the window.

2. Hover over the **Evaluate** menu and select **Create Self and Peer Assessment**.

3. In the **Create Self and Peer Assessment** window, select **New**.

4. Enter a name for the assessment in the **Name** field and add information in the **Instructions** box.
5. **Select Submission Dates.** These dates are the days in which the student can submit answers to the assessment.

<table>
<thead>
<tr>
<th>Submission Dates</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>07/08/2009</td>
<td>07/15/2009</td>
</tr>
<tr>
<td></td>
<td>03:08 PM</td>
<td>03:08 PM</td>
</tr>
</tbody>
</table>

Enter dates as mm/dd/yyyy. Time may be entered in any increment.

6. **Select Self and Peer Evaluation Options.**

<table>
<thead>
<tr>
<th>Evaluation Dates</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>07/16/2009</td>
<td>07/13/2009</td>
</tr>
<tr>
<td></td>
<td>11:00 PM</td>
<td>11:00PM</td>
</tr>
</tbody>
</table>

Enter dates as mm/dd/yyyy. Time may be entered in any increment.

6.1. **Evaluation Dates.** Evaluation dates must be after the submission dates. These are the dates in which the students can submit evaluations of their peers’ work or their own (if Self Assessment is enabled).

6.2. To allow anonymous evaluations, click the Yes button. Click No to disallow.

6.3. Allow self evaluations by clicking the Yes button. Click No to disallow.

6.4. Allow submitters to view their own evaluation results by clicking the Yes buttons next to Show Evaluation Results to Submitter. Click No to disallow.

6.5. Define how many of their peers’ assessments each student is expected to evaluate in the **Number of Submissions to Evaluate** field.

**NOTE:** The number entered in the Number of Submissions to Evaluate field does not include the creator of the assessment. Enter zero (0) in this field if Self Evaluations are the only kind desired for an Assessment.

<table>
<thead>
<tr>
<th>Allow Anonymous Evaluation</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allow Self Evaluation</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Show Evaluation Results to Submitter</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Number of Submissions to Evaluate</td>
<td>2</td>
<td></td>
</tr>
</tbody>
</table>

7. **Select Options:**

7.1. **Make the assessment available** makes the assessment visible for all students to access.
7.2. The **Track the number of views** option allows you to see how many times an individual student views the assessment.

7.3. The **Choose date restrictions** option allows you to set days and times that the assessment is available to students. It must be available in order for your students to view it.

8. Once all options have been selected, click **Submit**.

**Adding Questions and Evaluation Criteria to an Assessment**

Once the Self/Peer Assessment is created, questions/criteria must be added to it.

1. Click on the **Create Question** button once the Assessment has been created. If this screen is no longer visible, navigate to the **content area** in which the Assessment resides, enable **Edit Mode**, click on the **Action Menu**, click on **Edit**, and click on **Assessment Canvas**.

2. Enter a question into the **Question Text** field.

3. Enter a **Model Response** into the field provided. Providing this information is optional. It allows evaluators to compare the responses in the submissions to an exemplary response. The model response can be made available at any time, but it will only be visible during the evaluation process, after the submission process has ended.

4. Click **Yes** to make the Model Response available if desired.

5. Click **Submit**.

6. On the next screen, find the question which was just added and click on the **Action Menu** which is located to the right of the question number. Then, click **Criteria**.

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7. In the Add/Edit Criteria window, click on the Create Criteria button.

8. Enter Criteria into the text box provided.

9. Enter a point value into the Points Possible field.

10. Click All or Nothing or Partial Credit to decide how points will be assigned.

11. Based on the desired result, click on Yes to Allow Feedback to User. Click No to disallow.

12. Once the information has been completed, click Submit.