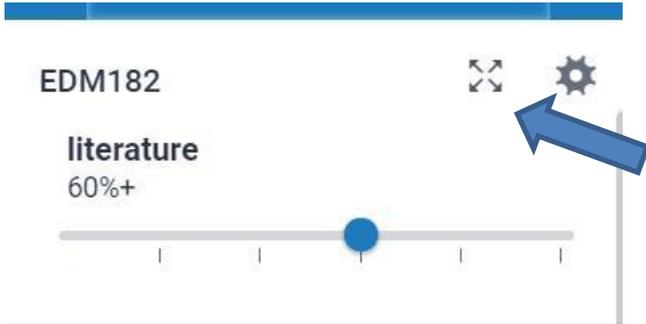


This page summarises additional tips surrounding online marking which have been written by academic colleagues and disseminated across schools. It captures particularly useful functionality of marking systems which users might not be aware of but which could make the marking process easier and more efficient.

**GEOFF TAGGART, INSTITUTE OF EDUCATION: CLICKING ON RUBRIC STATEMENTS RATHER THAN USING SLIDES**

It might be more familiar and user-friendly for some people to click on rubric statements rather than use the sliders in the sidebar. In order to open up the rubric as a clickable document, click on the expand symbol below:



You can then simply click on the appropriate boxes:

Criteria	Scales		
	80%+	70%+	60%+
<b>literature</b>	Evidence provided to back up the argument is based on state of the art or innovative analysis as well as key historical resources. This may include books, book chapters, reports, journal articles and web sources and all will be employed	Shows an ability to find and employ a wide range of relevant recent sources - these may include books, book chapters, reports, journal articles and web sources and all will be employed critically and effectively to develop the argument.	Shows an ability to find a range of appropriate resources including journals treating them critically and Exhibits a sound grasp of and articles relevant to t
<b>methodology</b>	The theoretical underpinnings are clearly outlined and justified. The methodology chosen is substantiated and methods employed are rationalised. Addresses ethical issues if appropriate. Uses appropriate	Shows a high level of ability to employ appropriate methods to address the question under investigation with independence and creativity. Presents all procedures and protocols in clear and transparent language. Addresses	Shows an ability to employ appropriate methods to question under investigation with some independence and Mainly presents all procedures in clear and transparent language. Addresses eth
<b>analysis</b>	Demonstrates a clear and comprehensive, well balanced argument that makes use of cutting edge evidence. It demonstrates a full and systematic understanding of knowledge, and a critical awareness of current problems	Demonstrates a highly competent, critical and balanced evaluation and analysis of the evidence appropriate to the subject matter Shows original insight.	Demonstrates a critical and understanding of the matter of the assignment considerable analytic ab

E



## GEOFF TAGGART, INSTITUTE OF EDUCATION: HOW DO I CHECK WHICH QUICKMARKS AND RUBRICS I HAVE?

- 1) Go Course Tools > Turnitin Assignments
- 2) Open up one of your assignments
- 3) Click on Libraries
- 4) Quickmark manager shows you which set you have access to but please don't upload or download QuickMarks from here
- 5) Rubric manager shows you which rubric is currently applied. Click on the menu button in the corner of the manager screen to see which other rubrics you have access to.
- 6) If you have any questions about 'Peermark', please ask the TEL Team.

The screenshot shows the Turnitin UK interface. At the top, there are navigation tabs: Assignment Inbox, Edit assignment, Class Stats, Libraries (highlighted), and Preferences. Below this is the 'About this page' section, followed by the 'Libraries' section. Under 'Libraries', there are three sub-sections: QuickMark Manager, Rubric/Form Manager, and PeerMark Questions. The 'QuickMark Manager' section is expanded, showing a table with columns for SETS, MARKS, and a search bar. A blue arrow points to the 'Libraries' tab, another to the 'QuickMark Manager' sub-section, and a third to the 'QuickMark Manager' table.

SETS	+	MARKS (Select all)	+	Delete set
All	■	Grammar	MA	

## GEOFF TAGGART, INSTITUTE OF EDUCATION: MOVING BETWEEN ASSIGNMENTS

In the top corner of the Feedback Studio in Turnitin there are two chevrons. Use these to move onto the next or previous student: you don't have to save your work as it is done automatically however you do need to ensure you click out of the 'grade' box before moving on, or the grade will not be saved. Also, if you want to jump to a different student who is not next in sequence, you can click on the downward-pointing chevron (highlighted) which opens a menu of all the students. This is useful as you don't have to come out of the Feedback Studio to open their work.

The screenshot shows the navigation controls in the Feedback Studio. At the top, there is a counter '48 /100', left and right chevrons, a dropdown menu showing '1 of 47', and a help icon. Below this is a list of student names and their assignments. A blue arrow points to the dropdown menu.

- ✓ Maryam Abbas - OML Assignment
- Samantha Clark - ED3OML Essay
- Carley Crouch - OML Essay Final
- Shannon Mcintosh - Leadship
- Michel Cooke - OML essay



## GEOFF TAGGART, INSTITUTE OF EDUCATION: ROSTER SYNC

What if a student says they've submitted their work and it's not there in the Grade Centre? You could check whether a student has a submission receipt. Another good thing to do would be to check that Turnitin has refreshed all the submissions from Blackboard. You can do this by clicking on 'roster sync' which is here:

### 5. Click Roster Sync



## GEOFF TAGGART, INSTITUTE OF EDUCATION: STUDENTS VIEWING THEIR MARKS AND FEEDBACK

This tab on BB is really useful to flag up to students. I would suggest highlighting to them the instructions about how to see their grades and feedback

