



PROVIDENCE
COLLEGE

Peer Review of Documents in Sakai

<http://Sakai.Providence.edu>

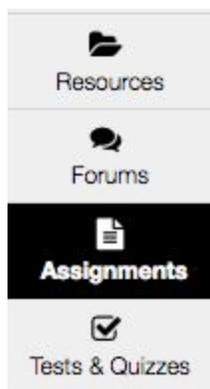
SakaiHelp@Providence.edu

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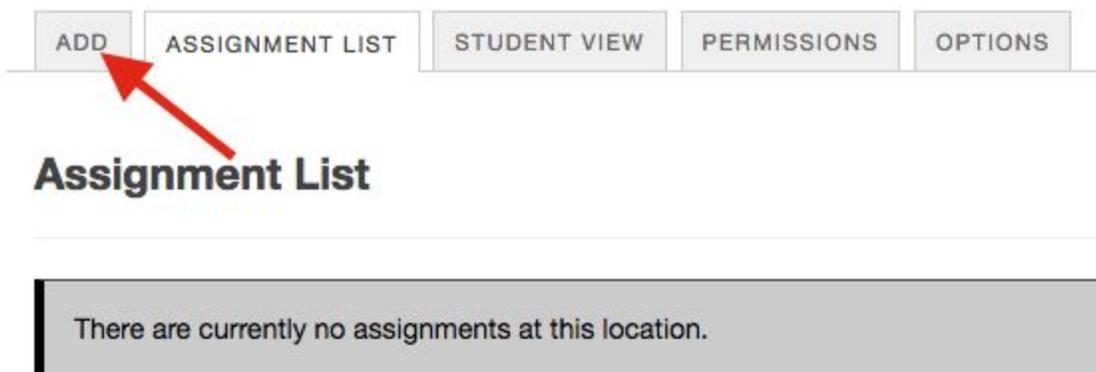
Setting Up Peer Review in Sakai Assignments:

The Sakai Assignments tool can allow instructors to facilitate an online peer review process. For instructions for setting up peer review in the Assignments tool, read below.

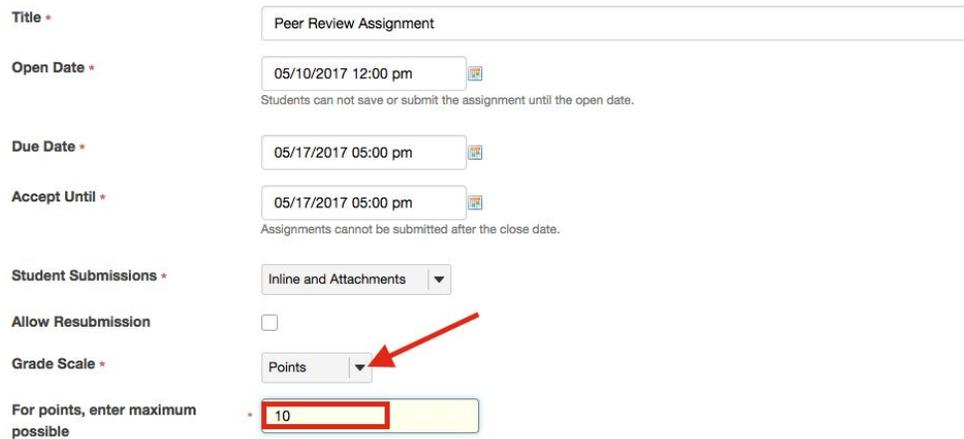
1. Go to the Sakai site for the course where you wish to set up a peer review assignment. From the left hand menu select the "Assignments" tool.



2. From the tabs at the top of the Assignments page, click on "Add".



3. Now you will go through all of the settings to create an assignment. Peer review will not open until the “Accept Until” window closes. Note that you must set the Grade Scale to “Points” and indicate the maximum points possible for evaluating the assignment.



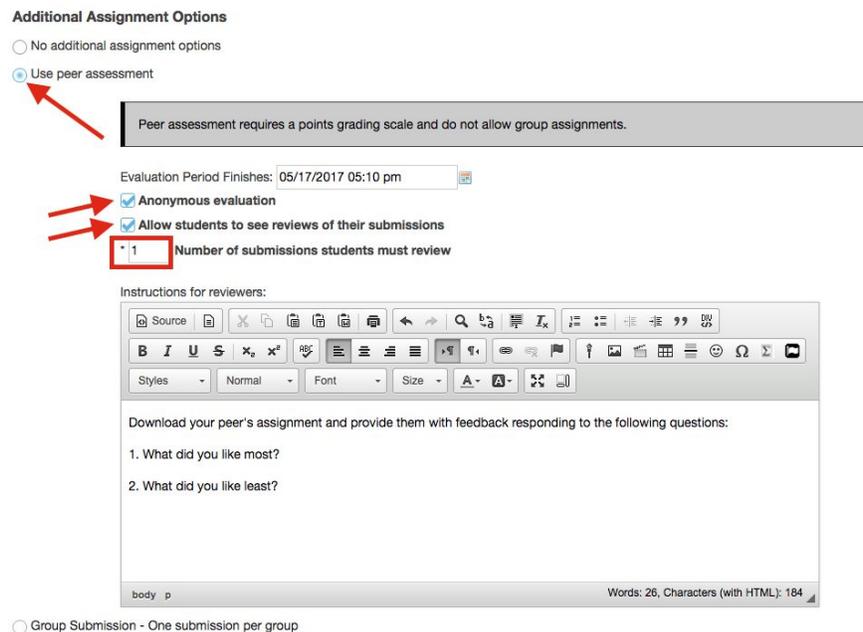
The screenshot shows the configuration page for an assignment. The fields are as follows:

- Title ***: Peer Review Assignment
- Open Date ***: 05/10/2017 12:00 pm
- Due Date ***: 05/17/2017 05:00 pm
- Accept Until ***: 05/17/2017 05:00 pm
- Student Submissions ***: Inline and Attachments
- Allow Resubmission**:
- Grade Scale ***: Points (indicated by a red arrow)
- For points, enter maximum possible**: 10 (indicated by a red box)

4. Scroll down until you see the section labeled “Additional Assignment Options”. Check the box that says “Use peer assessment” and a list of options will appear. You can set the date for which you want the peer evaluation period to close, and you can check off if you want peer reviews to be anonymous and if you would like students to see reviews of their submissions. You can also define how many submissions each student will be required to review.

Note that there is also an option for “Group Submission” if you have groups set up within your Sakai course site.

Once you are done configuring all of the assignment settings, scroll down and click “Post”.



The screenshot shows the “Additional Assignment Options” section with the following settings:

- Additional Assignment Options**
 - No additional assignment options
 - Use peer assessment
- Peer assessment requires a points grading scale and do not allow group assignments.**
- Evaluation Period Finishes:** 05/17/2017 05:10 pm
- Anonymous evaluation
- Allow students to see reviews of their submissions
- Number of submissions students must review**: 1 (indicated by a red box)
- Instructions for reviewers:**

Download your peer's assignment and provide them with feedback responding to the following questions:

 1. What did you like most?
 2. What did you like least?
- Group Submission - One submission per group

5. The Assignment has now been created. Students can upload their assignments and their peers can access and review the assignments. See the “Student View” below. After students upload their papers and the “Due” date passes, the Peer Review Assignment will open, allowing students to view the peer submission(s) and provide feedback.

Assignment List

The list of assignments below appears exactly as a student will see it. By clicking 'Submit as Student', you can work through the assignment exactly as a student will, including submitting the assignment.

Viewing 1 - 1 of 1 items

Assignment Title	For	Status	Open	Due	Scale
 Peer Review Assignment Submit as Student	Entire Site	Not Started	May 10, 2017 12:00 pm	May 17, 2017 5:00 pm	0-10.00
 Peer Review Assignment <i>Peer Assessment - Students assess each other</i>	Assignment submission required	May 17, 2017 5:00 pm	May 17, 2017 5:10 pm		