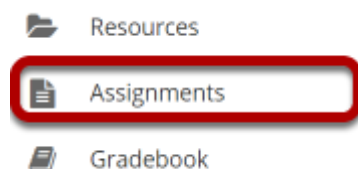


# How do students complete a peer assessment assignment?

## Go to Assignments.



Select the **Assignments** tool from the Tool Menu in your site.



## Submit your assignment.

### Assignments

Select an assignment to view details, start working or edit your previous work.

Viewing 1 - 1 of 1 items

|< < Show 200 items... > >|

Assignment Title	Status	Open	Due
<a href="#">Peer Review Assignment 1</a> 	Not Started	Apr 1, 2019 11:55 PM	<b>Apr 7, 2019 1:00 PM</b>
 <b>Peer Review Assignment 1</b> <i>Peer Assessment - Students assess each other</i>	Assignment submission required	Apr 7, 2019 1:00 PM	Apr 12, 2019 11:55 PM

If your assignment has a peer review component, the Peer Assessment for the assignment will appear immediately beneath the assignment title in the list. However, you must submit your own assignment before you can complete your peer review(s) for other students.

Click on the assignment title to submit your work. Refer to [How do students submit an assignment?](#) for more information on submitting assignments.



# Select a student submission to review.

## Assignments

Select an assignment to view details, start working or edit your previous work.

Viewing 1 - 1 of 1 items

|< < Show 200 items... > >|

Assignment Title	Status	Open	Due
<a href="#">Peer Review Assignment 1</a> 	Submitted Apr 7, 2019 12:52 PM	Apr 1, 2019 11:55 PM	<b>Apr 7, 2019 1:00 PM</b>
 <b>Peer Review Assignment 1</b> <i>Peer Assessment - Students assess each other</i>	Not started	Apr 7, 2019 1:00 PM	Apr 12, 2019 11:55 PM
<a href="#">Student 1</a>	Not started		
<a href="#">Student 2</a>	Not started		

Once you have submitted your own assignment, the Peer Assessment information will display.

Click on a student in the list to select that submission for review. You will not see the other students' names, only Student 1, Student 2, etc. Peer reviews are anonymous.

*Note: The **Open** date begins after the due date for the assignment. The **Due** date is the deadline for completing your peer assessment.*

# Review your peer's submission.

The screenshot displays a web interface for peer review. At the top, there's a header with 'ASSIGNMENTS', a search icon, and a 'Help' link. Below this, a breadcrumb trail shows 'assignments' > 'Assignments by Student'. A red banner contains the text: 'Peer Review Assignment 1 - Reviewing: Student (1 of 2)', 'Peer review due date: Apr 12, 2019 11:55 PM', and 'Important Reminder: Please do not grade assignments with multiple browser windows or tabs. Grade assignments and navigate the system with only one browser window.' Navigation buttons include '< Previous', 'Return to List', and 'Next >'. A status box indicates '(Changes will be saved)'. The main content area is divided into sections: 1. 'Assignment Instructions' with 'Instructions for the Reviewer' (review criteria and total points), 2. 'Assignment Submission' (a box stating 'There is no student submitted text.'), 3. 'Submitted Attachments' (a list with one item: 'Presentation1.pptx (1 KB, Apr 7, 2019 12:52 pm)'), 4. 'Reviewer Comments' (a rich text editor with a toolbar and a sample comment: 'You had a really strong thesis, but I thought you could use more supporting arguments.'), 5. 'Reviewer Attachments' (a section with 'Attachments' and a box stating 'No attachments yet'), and 6. 'Save' (with 'Cancel Changes' and 'Submit' buttons). At the bottom, there are navigation buttons: '< Previous', 'Return to List', and 'Next >', and a status box: '(Changes will be saved)'.

1. You will see the **Instructions for the Reviewer** provided by the instructor.
2. The student **Assignment Submission** will display. Depending on the assignment settings, you may see your peer's submission inline and/or as a file attachment(s).
3. Enter your **Grade** for the peer review.
4. Enter your feedback into the **Reviewer Comments** area using the [Rich Text Editor](#).
5. Click **Choose File** to add an attachment containing additional feedback. (Optional)
6. Click **Submit** to submit your peer review.

# View submitted peer assessments.

## Assignments

Select an assignment to view details, start working or edit your previous work.

Viewing 1 - 1 of 1 items

|< < Show 200 items... > >|

Assignment Title	Status	Open	Due
<a href="#">Peer Review Assignment 1</a> 📅	Submitted Apr 7, 2019 12:52 PM	Apr 1, 2019 11:55 PM	<b>Apr 7, 2019 1:00 PM</b>
<input checked="" type="checkbox"/> <b>Peer Review Assignment 1</b> <i>Peer Assessment - Students assess each other</i>	Incomplete	Apr 7, 2019 1:00 PM	Apr 12, 2019 11:55 PM
Student 1 🟢	Submitted		
<a href="#">Student 2</a>	Not started		

Once you have submitted your review, the status for that student submission will change to **Submitted** and a green check mark will appear next to the student in the list.

## Repeat the steps above to submit additional reviews. (Optional)

If your instructor has specified more than one review per student, repeat the process above to submit the number of peer assessments required.