Creating a REVIEW

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opportunities ⌄   👤   🖨   🖋   ✂️   📖

Click to create your REVIEW

When you are connected to a portfolio as a VIEWER or COLLABORATOR you can create a review of a portfolio at any time by clicking the CREATE REVIEW ICON. Clicking this button makes a complete COPY of the portfolio as it exists at the moment you click the button and attaches the grading and review system to that copy for you to work on.

complete review   opportunities ⌄   👤   📖
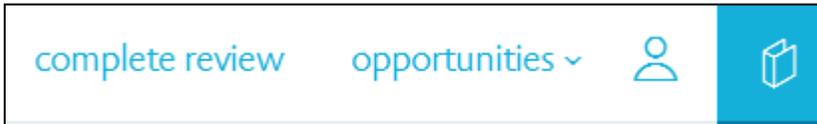
The only indication that this has happened is that the menu bar changes and the "complete review" button /link appears at the top. Don't click it just yet but it you do just click the back button on your browser.

M

N

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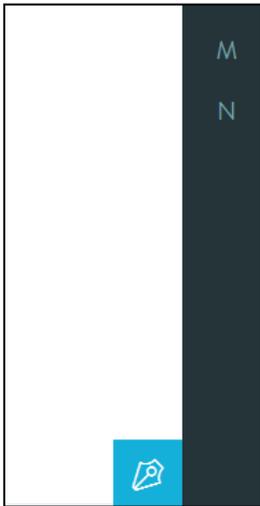
Click on one of the ELEMENT Letters. And look for the BLUE Review panel control button in the lower right corner

(Note the cover page is not scored so the score sheet/review panel will not show on the cover page)

Clicking the Icon/button opens the review panel OVER the current page allowing you to use the scroll bar to scroll the work up and down behind the panel if you would like, or you can close and open the panel by clicking the panel icon and the close arrow as needed.

In the review panel (pictured below) you can choose a score for the Element page and enter your comments for the author. Do Note; that until you actually SUBMIT the review these comments and scores are saved every few micro seconds and can be changed by coming back to the element at any time.

In 2010 there were an estimated 20 million children between the ages of 0 and 5. Many parents find the maneuverability of inexpensive and compact strollers to be difficult because the front wheels often bind or stick.

Max Force in the X direction on Original Wheels(N)		Max Force in the X direction on Short Retrofit(N)		Max Force in the X direction on Long Retrofit(N)	
trial 1	17.18	trial 1	20.83	trial 1	22.18
trial 2	21.43	trial 2	25.75	trial 2	22.86
trial 3	17.45 avg= 19.756		trial 3	30.22 avg= 25.2	trial 3	22.94 avg= 23.868
trial 4	21.12	trial 4	25.8	trial 4	27.66
trial 5	21.6	trial 5	23.4	trial 5	23.7

REVIEW ELEMENT

CHOOSE SCORE   ? 0 1 2 3 4 5

Write your review for this element, You may use the rubric as a reference...

There are two ways to access the RUBRIC descriptors as you review the work. You can mouse over the Element Letter that corresponds to the page and read them there **or** you can open the RUBIRC "floating panel" by clicking the "Plus" icon to the upper left of any score number. This floating panel can be moved around the screen as needed. Access each point level descriptor by clicking on a number, and close the panel when needed by clicking the "X" icon in the upper right of the panel

When you have completed the scores and comments you would like to submit,... (you can score and submit any portion of the portfolio at any time. Remember, you can create as many reviews as you would like at any time in the project), then click the "complete review" at the top of the portfolio page.
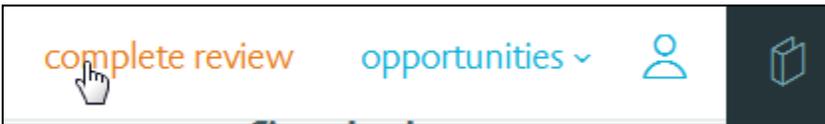
Pushing the "complete review" link takes you to a summary/confirmation page BEFORE actual submission of the review.

NOTE; you can leave, comeback to, and EDIT review at any time BEFORE clicking the "COMPLETE REVIEW" button

Review your scores and comments and, if satisfied, check the statement explaining that once the "COMPLETE REVIEW" button at the bottom is clicked the review will no longer be editable, a copy will be kept for you to review and one will be viewable by the author as well.
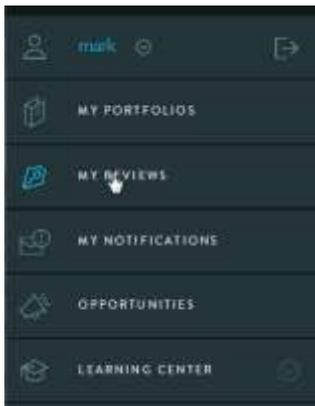
When ready, click the "COMPLETE REVIEW" button.

After leaving a review and wanting to comeback and finish the review (the system saves your comments and scores as you go) **OR** after completing a review, you can access that review by clicking the "MY REVIEWS" menu link. This will show you ALL of the REVIEWS that you have completed or have started for OTHERS

Reviews marked with "ACTIVE" are not yet complete and are in progress. The author9s) of the portfolio just see a "review in progress" message and will not be able to see your scores or comments until you submit the review

Reviews marked as "COMPLETE" have been submitted and are no longer editable but can be reviewed by you and can been seen by the author as well.

You keep and can view these reviews that you have done for others at any time.

When viewing your REVIEWS from the REVIEWS menu, each review displays the date the review was generated, if the review is Active or Completed, and the name of the Portfolio. Users can view the reviews in TILE view or LIST view and make use of the "find" function (in Windows= Control F) to locate a given review. A User can also FILTER by Active and Completed Reviews as well

TEACHER NOTE: Many instructors use the REVIEW functionality both as a means of regular feedback and also as a means of periodic assessment.   IN this model teachers complete a REVIEW every two weeks for each of their teams throughout the entire course of the course. Because the system generates a dated copy of the review for both the student teams and the teacher the reviews used in this manner become a recorded history of the project of each team. Teachers can look back at the status of a portfolio at a given "grading date" and at the comments and advice given at the time and then look at following reviews to see what progress was mad and how well the students acted on the advice, comments and instructions given.

If you are the student or the person for whom the review was done, you can access all completed and pending reviews by … Opening the portfolio of interest and then clicking the "reviews" link at the top of the portfolio page.