

Faculty Tutorial: Use Turnitin's PeerMark Feature

Step 1: Setting up a PeerMark Assignment

Purpose: To demonstrate to faculty how to create a PeerMark assignment so that students can review the papers of other students.

Note: PeerMark assignments are based on standard assignments that have already been created in a class. Therefore, at least one assignment must be created in your class prior to creating a PeerMark assignment. Please see the tutorial "How to Set Up a Turnitin Account and Create a Class and an Assignment" to learn how to set up a standard assignment.

Important: When using PeerMark, it is recommended that student submissions do **not** contain the name of the author anywhere within the paper (cover page, top of the paper, etc). This is so the author may remain anonymous during the review process.

Create a PeerMark Assignment

Once logged in to Turnitin, the "All Classes" page will appear. To view assignments submitted for a class, click on the class name.

turnitin									
Dashboard	All Classes	Join Account	Join Account (TA)						
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	-								
s is vour instructo	e or homepage. To	o create a class. cli	ck the add a class butto	n. To display a cla					
s is your instructo	e or homepage. To	o create a class, cli	ck the add a class butto	n. To display a cla					
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Indian H	e or homepage. To lills Comm Class name Children's College W	create a class, cli nunity Colle Literature, Secti riting, Section 1,	on 2, Fall 2012	n. To display a cla					

A list of all assignments added to the class will appear.

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Dashboard A	ssignments Students	Grade Book Libraries	Calendar Discuss	on Preferences		
OW VIEWING: HOME	> COLLEGE WRITING, SECTI	ON 1, FALL 2012				
bout this page						
nis is your class hom ade to the assignme	epage. Click the new assignr nt. You can submit papers by	nent button to add an assignmen clicking on the "Submit paper" o	to your class homepage. Click otion in the assignment's "More	an assignment's "View" actions" menu.	button to view the a	ssignment inbox and any submissions that have bee
	,		5			
College W	/riting, Section 1	, Fall 2012				+ Add Assignment
CLASS HOMEPAGE	E					
	START	DUE	POST	STATUS	ACTIONS	
Writing Assign	ment 1					
DADED	14-Aug-2012	17 Aug 2012	21 Aug 2012	10000		
PAPER	12:00AM	11:50PM	12:00AM	1 / 1 submitted	View	More actions 💌

To add a PeerMark assignment, click "Add Assignment."



Select the radio button next to "PeerMark Assignment." Then, click "Next Step."

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Dashboard	Assignments	Students	Grade Book	Libraries	Calendar	Discussion	Preferences	
OW VIEWING: H	HOME > COLLEGE W	RITING, SECTION	I 1, FALL 2012					
pout this p	age							
s is the first st	tep in creating an ass	signment. Use the	e radio buttons to :	select an assign	ment type. Plea	se note a paper as	signment must exist before	e any other a
		22		52	870	947 - Y.S.	321.92	- 25
		Se	lect vour ass	anment tv	/pe			
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			Paper A	Assignment	Pe	eerMark Assigni e PeerMark assigr	ment ment type allows students	to review th
			Paper APeerMa	ssignment	Pe Th t pe	eerMark Assign e PeerMark assign ers' papers based	ment ment type allows students on scale and free response	to review the questions
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On the "PeerMark Settings" page, select an assignment from the drop-down menu on which to "base" the peer review assignment.

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Dashboard	Assignments	Students	Peer Review
NOW VIEWING:	HOME > COLLEGE V	VRITING, SECTIO	ON 1, FALL 2012 >
PeerMa	rk Setting	S er review on.	3
Select an assign Select an assign	ment ment		
Writing Assic	nment 1 - DUE Aug	17 written	
Show more option	IS		

Type the point value for the review in the box provided. If you would like students to receive full credit for simply writing a review, check the box to the left of "Award full points if review is written."

Note: It is recommended that this box be kept unchecked so that the points students receive are based on the quality of their reviews, not just completion of a review.

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Dashboard	Assignments	Students	Peer Review
NOW VIEWING:	HOME > COLLEGE V	VRITING, SECTIO	ON 1, FALL 2012 > C
PeerMai	rk Setting	S er review on.	
Writing Assignme	ent 1 - DUE Aug 17	DUE	: 17-Aug-2012
Point value	Award full points if re	eview is written	←

Next, enter the "Start," "Due," and "Post" dates for the assignment review. Click inside the box or on the calendar icon to change a date.

The "**Start**" date gives the date and time at which students may start reading papers and submitting their reviews.

The "**Due**" date gives the date and time by which all student reviews *must* be submitted. The "**Post**" date gives the date and time at which students may begin viewing the reviews submitted by their classmates.

Note: The due date of the "base" assignment must come *before* the start date and time of the PeerMark review assignment.

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Dashboard	Assignments	Students	Peer Review
NOW VIEWING: H	OME > COLLEGE	WRITING, SECTIO	ON 1, FALL 2012 >
PeerMar	k Setting	IS	
	in o o time	,-	
•Select an assignm	ent to base this p	eer review on.	
Writing Assignment	nt <mark>1 - DUE</mark> Aug 17	DUE	: 17-Aug-2012
Point value	ward full points if	review is written	
Show more options	3		
Assignment D	ates Reset to o	default dates	
•Start			
30-Aug-2012	at at	12:01 am 🛛	
•Due			
Duc	at at	11:59 pm	
13-Sep-2012			
13-Sep-2012			

Once you enter the required information, click "Save & Continue."



By default, PeerMark will automatically choose "1" for the number of papers it randomly selects for students to review. It will, also by default, choose "0" for the number of papers that students are able to select on their own to review.

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Dashboard Assignments Students	Pee	er Review	Gradebook	Libraries	Caler	ıdar	Dis
NOW VIEWING: HOME > COLLEGE WRITING, SEC	TION 1, FA	LL 2012 > WR	RITING ASSIGNME	NT 1 > DISTRIB			Ì
PeerMark Settings				Step 1 Assignment	Step 2 Distribution	Step Questions	3
Distribution of Papers							ł
Select the number of papers each student will review Learn more about how papers are distributed	W.						1
Each student will review							
Paper(s) automatically distributed by PeerMark	1 •	<	-				Ż
Paper(s) selected by the student	0 .	◀—	-				Ì
Require self-review	NO						- 7
Edit	1	total re	views				1
							. j
Show more distribution options							4
Save & Continue or Return to previous step							

If you would like to change either of these options, or require students to "self-review" their own papers, select "Edit."

🕞					Jorda	n Mentor I
turnitin						
Dashboard Assignments Students	Pee	r Review	Gradebook	Libraries	Calen	dar D
NOW VIEWING: HOME > COLLEGE WRITING, SECT	ION 1, FA	LL 2012 > W	RITING ASSIGNME	ENT 1 > DISTRIE	UTION	
PeerMark Settings				Step 1 Assignment	Step 2 Distribution	Step 3 Questions
Distribution of Papers						
Select the number of papers each student will review Learn more about how papers are distributed	ι.					
Each student will review						
Paper(s) automatically distributed by PeerMark	1					
Paper(s) selected by the student	0					
Require self-review	NO					
Edit	1	total re	eviews			
Show more distribution options						
Save & Continue or <u>Return to previous step</u>						

Then, change the numbers in the boxes provided. If you would like students to self-review their own papers, check the box to the right of "Require self-review." Once you have made your changes, click "**Save**."

Dashboard	Assignments	Students	Peer Rev	view	Gradebook	Libraries	Calen	idar C
NOW VIEWING:	HOME > COLLEGE W	RITING, SECTI	ON 1, FALL 20	12 > WRIT	ING ASSIGNME	NT 1 > DISTRIB	UTION	
PeerMa	rk Setting	S				Step 1 Assignment	Step 2	Step 3 Questions
Distribution	of Papers							
Select the number	er of papers each stud it how papers are dist	lent will review. ributed						
Each studen	t will review							
Paper(s) automa	atically <mark>distr</mark> ibuted by F	^p eerMark	2	<				
Pa	aper(s) selected by the	e student	1	<				
	Require se	elf-review	- 🔶	_				
Save pr Ca	ancel		3 to	otal revi	ews			

Once you have reviewed your selections, click "Save & Continue."

PeerMark Settings	-		Step 1 Assignment	Step 2 Distribution	Step 3 Questions
Distribution of Papers					
Select the number of papers each student will review. Learn more about how papers are distributed					
Each student will review					
Paper(s) automatically distributed by PeerMark	2				
Paper(s) selected by the student	1				
Require self-review	NO				
Edit	3	total reviews			
Show more distribution options					
Save & Continue or <u>Return to previous step</u>					

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If you would like to add instructions to help students with the peer review process, select "Click here to add instructions."



To add questions for student reviewers to respond to during the peer review process, click "Add Question."

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Dashboard	Assignments	Students	Peer Review	Gradebook	Libraries	Calend	lar
NOW VIEWING:	HOME > COLLEGE	WRITING, SECTIO	ON 1, FALL 2012 > WI	RITING ASSIGNME	NT 1 > SURVE	Y	
PeerMa	rk Setting	s			Step 1 Assignment	Step 2 Distribution	Step 3 Questions
Click here to add I Instructions entere	<i>instructions.</i> ed here will appear	to students above	e their peer review qu	uestions.			71
Add Que	ation					Reorder o	ruestions

Choose the type of question you would like to add from the drop-down menu.

"Free Response" allows you to create your own open-ended question(s) and choose a minimum response length.

"Scale" allows you to create a question, select the scale size (the highest scale value is 5), and select scale labels. For example, a scale could be from 1 "Not very well," to 5 "Extremely well."

"LIBRARY: Sample Library" allows you to choose already written questions from the library.

turnit	in 🕖				l	Jordan M	lentor N
Dashboard	Assignments	Students	Peer Review	Gradebook	Libraries	Calen	dar
OW VIEWING: H	HOME > COLLEGE V	WRITING, SECTIO	ON 1, FALL 2012 > WI	RITING ASSIGNME	NT 1 > SURVEY	010	01
PeerMar	k Setting	S			Assignment	Distribution	Questions
Structions entere	ed here will appear t	o students abov	e their peer review qu	uestions.		Reorder	questions
Free Respons Scale LIBRARY:Sar	e nple Library	stions f	o vour re	view assi	ianmen	t	
	by cli	cking th	ie Add Qu	estion bi	utton.	1.6	

If you would like to add a question from the library, hover over the question (which will highlight it in yellow) and click "Add this question."

Rate this paper's overall readabilty	TRANSPORT OF COMPLETE	
Scale, unreadable to very readable	Add this question	
At which point did you feel most interested by this piece? When least? Explain.	Add ship provides	
Free Response, 5 minimum word answer	Add this question	

The question(s) you have added will appear at the bottom of the page. © Indian Hills Community College | <u>www.indianhills.edu</u> | Page 10 of 16

examples of where this paper relies on opinion and intuition and give suggestions as to how the writer can write more objectively.	is question
Free Response, 5 minimum word answer	
Add all questions or Finished adding questions from library	
Rate this paper's overall readabilty	Edit 🗇
Scale, unreadable to very readable	Luit
Rate the strength of this paper's thesis.	E-10 👼
Scale, very weak to very strong	
Does each paragraph of this paper logically progress from the former ones? Why or why not?	Edit 🔟
Free Response, 5 minimum word answer	Cont my
	Save to libra

Once you are finished adding questions, click "Save & Finish."

Scale, unreadable to very readable	Luit m
Rate the strength of this paper's thesis.	드러:+ (교
Scale, very weak to very strong	Luit M
Does each paragraph of this paper logically progress from the former ones? Why or why not?	Edia 📾
Free Response, 5 minimum word answer	Edit
	Save to library

Your "PeerMark" assignment will now appear on the assignment page.

Irniting	9					
hboard Assig	nments Students	Grade Book Libraries	Calendar Discussion	Preferences		
/IEWING: HOME > C	DLLEGE WRITING, SECTION	1, FALL 2012				
your class homepa	ge. Click the new assignment ent. You can submit papers b	button to add an assignment to	your class homepage. Click an option in the assignment's "Mo	assignment's "View" re actions" menu	button to view the	assignment inbox and any submissions that h
s your class homepa made to the assignm	ee. Click the new assignment ent. You can submit papers I ing, Section 1, F	: button to add an assignment to ; y clicking on the "Submit paper" Fall 2012	your class homepage. Click an option in the assignment's "Mo	assignment's "View" re actions" menu.	button to view the	assignment inbox and any submissions that h
college Writing Assignment	ge. Click the new assignment ent. You can submit papers I ing, Section 1, F START	: button to add an assignment to oy clicking on the "Submit paper" Fall 2012 DUE	your class homepage. Click an option in the assignment's "Mc POST	assignment's "View" re actions" menu. STATUS	button to view the	assignment inbox and any submissions that h
your class homepay nade to the assignm Ollege Writ ASS HOMEPAGE Vriting Assignment PAPER	e. Click the new assignment ent. You can submit papers l ing, Section 1, F START ht 1 14-Aug-2012 12004M	button to add an assignment to by clicking on the "Submit paper" Fall 2012 DUE 17-Aug-2012	your class homepage. Click an option in the assignment's "Mc POST 21-Aug-2012 12:0044	assignment's "View" re actions" menu. STATUS 2/2 submitted	ACTIONS	assignment inbox and any submissions that h Add Assignm

Step 2: Viewing and Grading a PeerMark Assignment

Purpose: To demonstrate to faculty how to review and grade feedback submitted by students as part of a Turnitin PeerMark assignment.

To view student reviews that have been made to a "PeerMark" assignment, click "View."

turnitin	レ	Jo	rdan Mentor User Info Me	ssages Instructor	▼ English ▼	Feedback What's New ⑦ Help Logout
Dashboard Assignm	nents Students (Grade Book Libraries	Calendar Discussion	n Preferences		
NOW VIEWING: HOME > COL	LEGE WRITING, SECTION 1, F	FALL 2012				
About this page						
This is your class homepage been made to the assignment College Writin CLASS HOMEPAGE	. Click the new assignment bu nt. You can submit papers by ng, Section 1, Fa	utton to add an assignment to clicking on the "Submit paper" all 2012	your class homepage. Click an 'option in the assignment's "Mo	assignment's "View" ire actions" menu.	button to view the	assignment inbox and any submissions that have
	START	DUE	POST	STATUS	ACTIONS	
Writing Assignment	1					
PAPER	14-Aug-2012 12-DDAM	17-Aug-2012	21-Aug-2012 12:00AM	2/2 submitted	View	More actions 💌
PEERMARK	04-Sep-2012 11:59AM	04-Sep-2012 4:00PM	04-Sep-2012 4:05PM	2/2 completed	View	More actions 🔻

A class list will appear. Students will be listed in alphabetical order by last name.

urnitin							
ashboard Assignments	Students Peer Review	Gradebook	Libraries Ca	alendar Discussio	n Preference	•s	
VIEWING: HOME > COLLEG	E WRITING, SECTION 1, FALL 2012 > V	WRITING ASSIGNMENT	1				
Vriting Assignme ownload Scale Responses (xls	nt 1 PEERMARK				START 04-Sep-2012 11:59 am	DUE 04-Sep-2012 4:00 pm	POST 04-Sep-2012 4:05 pm
Vriting Assignme ownload Scale Responses (xls	nt 1 PEERMARK) show all details hide all details SUBMITTED) GRA	DE (10)	_	START 04-Sep-2012 11:59 am	DUE 04-Sep-2012 4:00 pm	POST 04-Sep-2012 4:05 pm
Vriting Assignme iownload Scale Responses (xls TUDENT ▲ vent, Stuart	nt 1 PEERMARK) show all details hide all details SUBMITTED 1/1 reviews) GRA /1	DE (10) D	_	START 04-Sep-2012 11:50 am AC	DUE 04-Sep-2012 4:00 pm CTIONS	POST 04-Sep-2012 4:05 pm More Actions •

To view the details about a particular student's review, hover your cursor over that student's information box (which will highlight it in yellow) and click "**Show details**."

turnit	tin 💭				2	Jordan Ment	or Messages	Instructor ▼	English ¥ V	Vhaťs New 🤇) He
Dashboard	Assignments	Students	Peer Review	Gradebook	Libraries	Calendar	Discussion	Preferences	5		
NOW VIEWING:	HOME > COLLEGE V	VRITING, SECTIC	N 1, FALL 2012 > WF	RITING ASSIGNMEI	NT 1						
Writing Download Sca	Assignment le Responses (xls)	t 1 PEERMARI	< hide all details					START 04-Sep-2012 11:59 am	DUE 04-Sep-2012 4:00 pm	POST 04-Sep-2012 4:05 pm	
STUDENT 🔺			SUBMITTED	GR	ADE (10)			AC	TIONS		
Dent, Stuart			1/1 reviews		/ 10			si	now details	More Actions -	
Learner, Janet			1/1 reviews	-/	10			SI	now details	More Actions -	-

Details about that student's review will appear, including who wrote the paper he or she reviewed, and how many reviews that student has received on his or her paper.

UDENT 🔺			SUBMITTED	GRADE (10)	ACTIONS
nt, Stuart			1/1 reviews	/ 10 (%)	Hide details More Actions
Stuart submitted 1	review	SCORE			Stuart received 1 review
Janet Learner	Read Review				Janet Learner Read Review System assigned 04-Sep-2012
		0			Read all these reviews at once
Read all these revi	ews at once				
	TOTAL	/10 (%)			
Edit Grades					

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To read a student's review of a paper, click "Read Review."

nt, Stuart			1/1 rev
Stuart submitted 1	review	SCORE (10)	
Janet Learner Instructor assigned pair	Read Review 04-Sep-2012	w 🗲	
 Instructor assigned pair	-	0	
Read all these rev	ews at once		
	TOT	AL/10 (%)	

The "PeerMark" view of the paper will open in a new window. The questions you assigned, along with the reviewer responses, will appear in the column on the right.



Note: Once you finish reading the review, close only that window. The Turnitin student review page will remain open. To grade a review of a paper, click "Edit grades."



Then, enter the student's score (point value) in the box provided.

STUDENT 🔺	SUBMITTED	GRADE (10)	
Dent, Stuart	1/1 reviews	/ 10 (%)	
Stuart submitted 1 review	SCORE (10)		
Janet Learner Read Revie Instructor assigned pair 04-Sep-2012	w 10		
 Instructor assigned pair	0		
Read all these reviews at once			
τοτα	L/10 (%)		
Save Grades or Cancel			

Once you have entered the score	, click "Save Grades."
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			SUBMITTED	GRADE (10)	
ent, Stuart			1/1 reviews	/ 10 (%)	
Stuart submitted 1 re	eview	SCORE (10)			
Janet Learner	Read Review 04-Sep-2012	10			
 Instructor assigned pair	-	0			
Read all these review	ws at once				
	TOTAL	/10 (%)			
Save Grades or	Cancel				

The grade you entered will now appear for that student, along with the percentage.

nt, Stuart			1/1 reviews	10 / 10 (0%)	
Stuart submitted 1 review		SCORE (10)			
Janet Learner Instructor assigned pair	Read Review 04-Sep-2012	10			
 Instructor assigned pair	-	0			
Read all these revi	ews at once				
	TOTAL 1	0/10 (100%)	←		
Edit Grades					

Congratulations! You now know how to create, review, and grade a "PeerMark" assignment!

- Office of Online Learning -

Looking for more computer tutorials? Please visit: <u>www.indianhills.edu/tutorials</u>.

For further assistance on this topic or other technical issues, please contact the **IT Help Desk Phone:** (641) 683-5333 | **Email:** <u>helpdesk@indianhills.edu</u> | **Web:** <u>www.indianhills.edu/helpdesk</u>