Step 0: Students MUST click on the Submit button in C & W!

You will not be able to view students’ assignments unless they click on the Submit button in their assignment and type in your name as the Assessor. Refer students to the Orientation Guides in your Course Resources for instructions on how to submit an e-portfolio assignment for assessment.

Step 1: Log in to your Chalk & Wire dashboard
Click on an e-portfolio activity in your course, or
Click on the Chalk & Wire link in the Main Menu block of e-Learning+

Step 2: Click on the Pending Assessment menu item
You will see a blue numeric alert that tells you if you have pending assessment tasks to complete.
Step 3: Click on any of the Pending Assessments, select Assess.
Assessor’s Guide for chark&wire Assignments

How to do an assessment of a submitted assignment

Step 4: Review the work, rate it, write feedback comments, save.

Enter the number grade. This will be placed in the Moodle gradebook.

Click Next to see another assignment.

DO NOT CLICK THIS!

There are 3 view choices. Try them.

Click Next to view the next criterion.

Hover over each box to see the rubric level info. Click the box to score it. Add comments in the box on the right.

Add overall comments. Add an attachment, if needed.

Click Save when done.
Step 5: Student receives a notification in Chalk & Wire

Notifications alert the student to review assessments.

Students can see their assessments by selecting View.