Notes and feedback

Notes

Click 'Add' next to the student's name in the 'Notes' column to open a screen where you can create and share notes:


1. Here are your notes. No one else can se what you write here unless you actively choose to share your notes with your co-examiner.
2. Here are your co-examiner's notes. The notes will only be visible if your co-examiner has chosen to share his or her notes with you.
3. You can write your own notes here.
4. Here you decide whether you want to share your notes with your co-examiner.
5. Here you decide whether you want to make your annotated version of the student's exam paper available to your co-examiner.
6. Here you can share other files with your co-examiner. You must still select 'Share my notes with co-examiners' in order for your co-examiner to access the file.

7. This is an overview of the annotations you have made on the student's exam paper. If you click on the heading of the individual annotation, the browser will open the student's exam paper at the location of the annotation.
8. Save your work by clicking the 'Save' button.

Feedback

Click 'Add' next to the student's name in the 'Feedback' column to open a screen where you can create and share feedback:
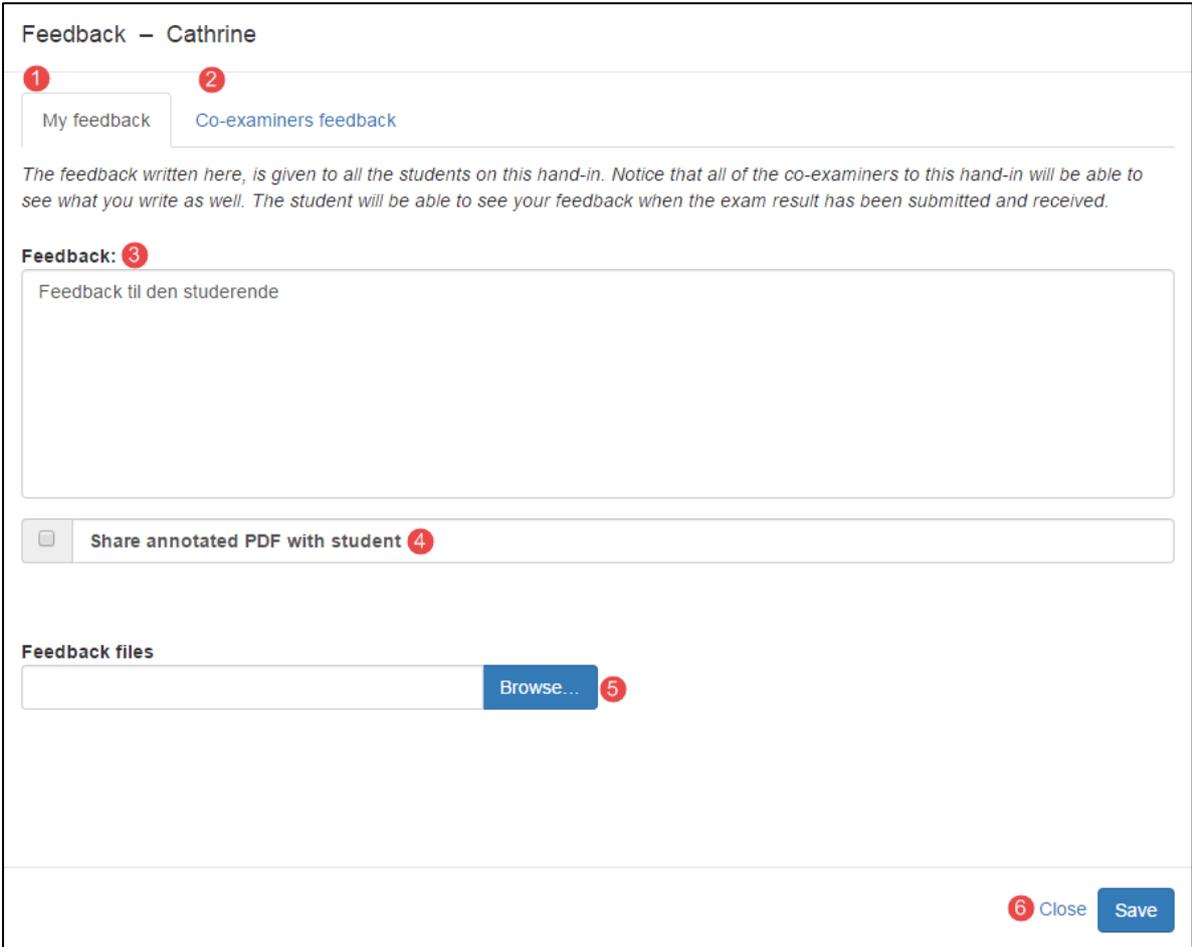
1. This is where you record your feedback. What you write here can be seen by the student(s) who have handed in the exam paper(s).
2. Your co-examiner's feedback is recorded here.
3. Write the feedback you want to give to the student(s) who have handed in the exam paper(s) here.

4. You can share your annotated version of the student's exam paper with the student here.

5. You can share other files with the student here.

6. Save your work by clicking the 'Save' button.