Double-marking Assignment - How to do **Double Marking**

🖹 143 🗶 Yexiang Wu 🛗 Tue, Nov 26, 2024 🖿 Double-marking Assignment

③ 32292

						Coursewo	ork submission	IS 😮	Grades 🕜
	First name 🔶 / Last name 🔶 Email 🏺	ID number 🕴	Status	$\stackrel{\wedge}{\nabla}$	Filename /	Submissio	on date 🛛 🗍	Agreed grade	Provisional grade 😮
•	Sandbox Student 1 sdstudent1@invalid.noemail		Graded		Sample Coursework File.pdf X6e8c7221	Thu, 26 Oo (ON TIME)	ct 2023, 15:38)	92 🧪 by: Chenhui Li	92
Ļ	Allocated to Assessor		Grade		Date				
	Chenhui Li		91 🥢		Thu, 26 Oct 2023, 15:39				
	Ping Zhang	1	92 🧳		Thu, 26 Oct 2023, 15:43				
	Ruibin Zhu		93 🧷		Thu, 26 Oct 2023, 15:44				

An example of the Double-marking Assignment activity

Overview:

This guide will show you how to do double marking. On Learning Mall Core system, you can use the Coursework activity to allow multiple markers grading for the same submission. It allows 3 markers at most, and one final marker, or one marker and one moderator(moderator here will be the module leader role of this course). More information, please visit the coursework information portal.

What to know:

Comparing to Assignment, moderator has some advantages and disadvantages. Please think about the items below, before you making the decision.

COURSEWORK VS ASSIGNMENT

Functions	Coursework	Assignment
Student file submission	\checkmark	\checkmark
Student video submission	×	\checkmark
Student group submission	\checkmark	\checkmark
Turnitin check	\checkmark	\checkmark
Plagiarism flag	\checkmark	X
Advanced grading (e.g. rubric)	\checkmark	\checkmark
Blind marking	\checkmark	\checkmark
Multiple markers	\checkmark	×
Online annotation	×	\checkmark



Marking process using the Double-marking Assignment activity

- 1. Set the Double-marking Assignment activity properly.
- 2. Students submit the assignments.
- 3. Allocate assessors.
- 4. Teachers start marking.
- 5. After all the assessors marked, module leader will give the final grade and feedback to each submissions.
- 6. Release the grade.

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Step 1: Turn on editing mode in your module area/course

Enable the 'Edit mode' button displayed near the upper right of the module area/course.



Step 2: Click 'Add an activity or resource ' link

1. When editing mode is turned on, navigate to the section where you want to add the Double-marking Assignment activity.

2. Next, click the 'Add an activity or resource' button displayed at the bottom of the section.

Step 3: Choose the Double-marking Assignment activity

- 1. From the pop-up activity chooser window, locate and select the Double-marking Assignment activity.
- 2. Then it jumps to the setting of the activity.

Add an activity or resource	×
double	×
1 results found	
Double-marking Assignment	

L

Input the Double-marking Assignment title and description.

✓ General							
Coursework title	0						
Description		T	• • • I	B I <u>U</u> (• E ± =		
				6 S © I	■ 🔮 🝽 H-P	•	
		Words:0					10

Step 5: Time setting

Set the start time and deadline for the assignment. You can also set other time settings according to your needs, such as marking time and late submission.

 Availability 						
Start date	Image: Second secon					
Deadline for submissions	 Image: Control of the second s					
	submitted work will be auto-finalised when the deadline passes. The submission needs to assessor(s) to grade.					
Use the personal deadline	 Enable and change the time No * 					
Use the marking deadline	No 🕈					
Initial marking deadline	 Image: Control of the second s					
Agreed grade marking deadline						
Relative initial marking deadline	⑦ Disabled ◆					
Relative agreed grade marking deadline	✔ Disabled ◆					

Tips:

There are many options that you can set, if you are not sure about the meaning of these options, please click the "question mark" and you will see detail explains for this option.

For staff who is new to the coursework activity, please make sure you go through every option so that you can set it in the way you like.

Step 6: Submissions setting

Please also set the submission requirements according to what you need. For example, you can set the maximum number of files student can upload, or limit the the file format.

 Submission 	IS
automatically.	habled, then some file settings here will be disabled and TII defaults will be applied
Types of file that G students are allowed to submit	e.g. doc, docx, txt, rtf
Maximum file size 🛛 💡	100 MB
Maximum number files that the student can submit	
Rename files 🛛 🔞	No 🕈
User to receive submission notification	Chenhui Li
Enable Plagiarism 🛛 🕜 flagging	No ¢

Step 7: Marking workflow setting

Under the Marking workflow, you will be able to set how many markers for each submission, and how to allocate assessors.

L_____

Marking wor	kflow
Number of times ? each submission should initially be marked.	3 🗢
Enable moderations ? agreement	\mathbb{N} \Rightarrow Only available when we set 1 marker
Assessor allocation 💡 enabled	Yes 🗢
Assessors allocation 3 strategy	Manual allocations / Allocations upload
Sampling enabled 🛛 😮	No 🗢
Automatic 3 agreement of grades	none 🗢



Sampling enabled:

This feature is used to quickly select the submissions that will be graded again. It will be used after the first grade process is finished. Please don't enable it if you don't know much about this setting. Here's a Youtube video about more information.

Automatic agreement of grades:

If you want to use automatic calculation of the final grades, please enable it by set it to "Yes". Then you need to think about the agreement range in the following setting.

Automatic agreement range:

If you are using "Percentage Grade", this option will be available.

Rounding of average grade:

If you are going to use "Average grade", there will be 3 types of average grade:



View initial assessors grades:

This option can hide or unhide the initial assessor's grades to teachers.

Grade editing time:

You can set how much time it allowed to change the grade after it is first submitted.

Enable button to save feedback as draft:

This option will allow to see the button of "Save as draft" as below when you are grading.



Auto-populate agreed feedback comment:

This feature will help auto show all the initial feedback comments on the comment box when the module leader is writing the final grade:

Grade	
Comment	1 ∏:▼ √ ▼ B I U ⊕▼ E ± Ξ ⊞ ⊟ Ξ Ξ % % © ≧ H:9 � ⊟ ⊞
	Assessor 1 comment: Comment from assessor 1
	Assessor 2 comment: Comment from assessor2
: Blind marking	

You enable this setting for blind marking, which means teachers will not see students' identity when they are marking.

Blind marking - You w	2	
Blind marking	9	No 🗢

Step 9: Assessor anonymity

Ste

You can hide markers' information to students by selecting "yes" for the option "assessor anonymity".



Step 10: Feedback

Y Feedback	ty	pes
General feedback release date	0	□ Enable 9 ◆ November ◆ 2023 ◆ 13 ◆ 55 ◆ ∰
Automatically release individual feedback after	0	□ Enable 23 ◆ November ◆ 2023 ◆ 13 ◆ 55 ◆ ∰
Feedback release email	0	Yes 🗢
Show initial assessors feedback to students	0	No 🕈

Release date:

If enabled, the general feedback will be hide to students until the day and time you set here automatically. Or everyone will see the general feedback once it is created.

General feedback can be edit by module leader on the coursework overview page.

General feed No feedback yet	
Submissions	
Separate groups	All participants +
First name All	
A B C D E	F G H I J K L M N O P Q R S T U V W X Y Z

Automatically release individual feedback

If enabled, the grade and feedback will be released automatically after the date you set. Or you will have to click the "Release" button to manually release.

Feedback release Email:

If enabled, students will receive an email notification when the grade is released.

Show initials assessors' feedback to students:

If enabled, students will see all the assessors feedback. Or they will only see the final grade and feedback.

Step 11: Extension

This setting will allow teachers to give extension for individual students.



Step 12: Other important settings

> Group submission settings
> Grade
> Common module settings
> Restrict access
> Activity completion
> Tags
> Turnitin plagiarism plugin settings

The other settings on above are very similar to the assignment activity. You set Turnitin, group submission, advanced grading methods, grade modes, restrict access and activity completion. More details, you can refer to:

Assignment setting

Marking guide

Advanced marking-Checklist

Enable Turnitin

Group submission

Tip: The "Grading method for final stage" is for you to set if to use simple direct grade for continue with the advanced grading for the final agreed grade. Please be noted that you will not be able to change it back if at least one final grade/feedback exists.

Grade	8	Type Point 🗢
		Maximum grade
Grading method	0	Checklist \$
Grade category	0	Uncategorised 🗢
Grade to pass	0	
Grading method for 💡 final stage		Same throughout all stages 🗢