Annotating an Assignment Submission

In EduLINC courseware assignments there are five common ways to provide feedback on student work.

1. **Feedback comments** text
2. Numeric **Grades**
3. PoodLL audio comments
4. Rubrics
5. **Annotations** on direct place on tasks

Let's see how we can provide feedback using annotation in EduLINC.

1. On your course, click on the **Assignment** link.

The **Assignment** page appears.

2. Click on the **View all submissions** button.

3. Locate a student to assess, and then click on the **Grade** button.

The **Assessment** screen appears.
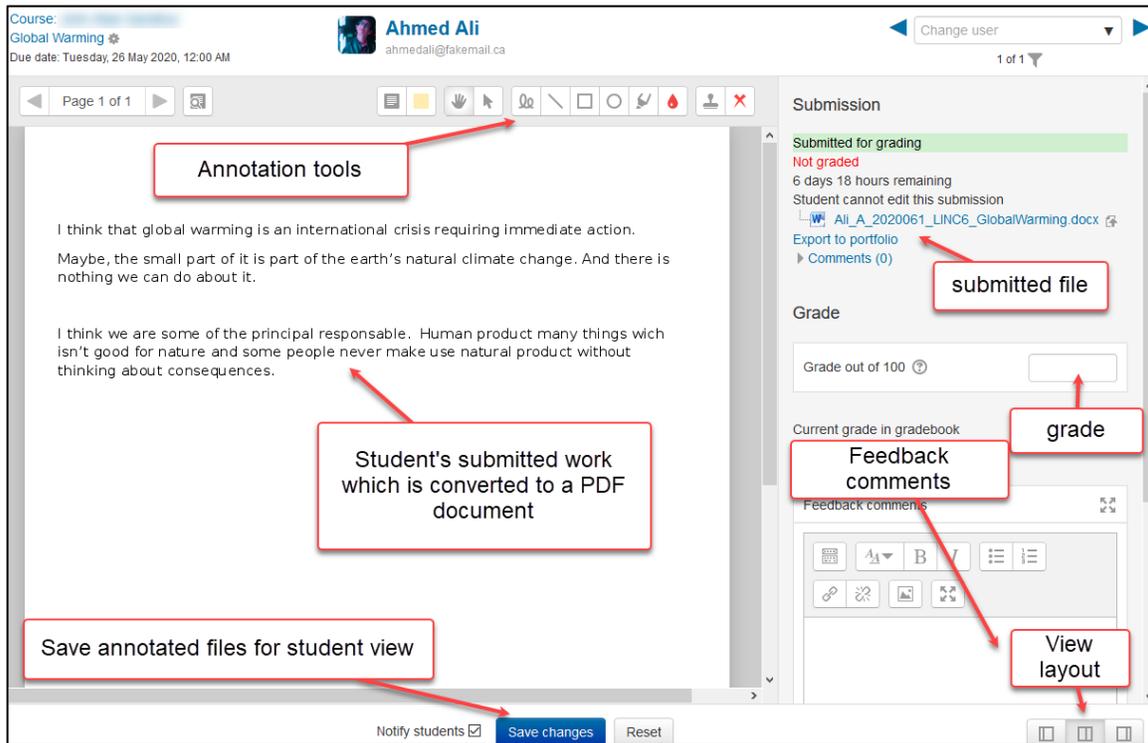
This screen shows that the student has uploaded a **Word** document. This **Word** document has been converted to a **PDF format** in the area on task view area.

Instructors may type text comments into the **Feedback comments** text box.

Annotation Tools

Instructors can type a numeric grade into the **Grade** text box.
In order to add annotations to the student's work, instructors must use the **Annotation** tools. The steps below are a walkthrough of these tools.

LearnIT2teach
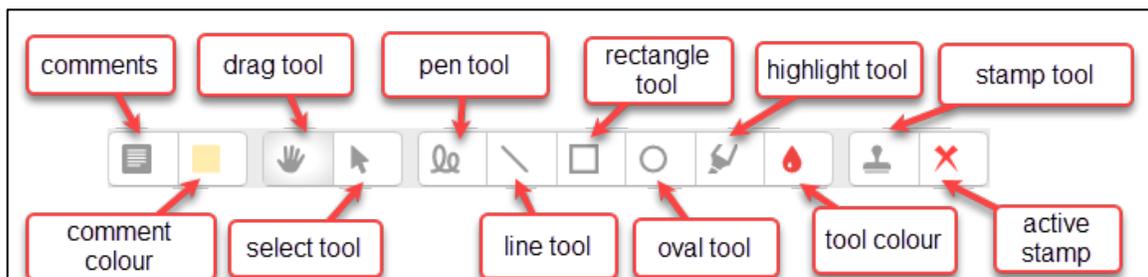
1. Change the screen view to provide more of the task to annotate.by clicking on the **collapse grade panel** icon.

2. Click on the **Comments** icon.

3. The cursor turns into a cross. Click and drag this **cross cursor** to make a **comment** box.
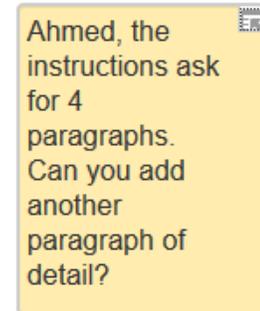
4. Type in a **comment** about the task.

> Ahmed, the instructions ask for 4 paragraphs. Can you add another paragraph of detail?

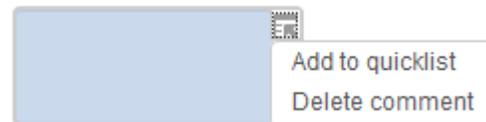5. Click on the **Comment Colour** icon.

6. Choose a **colour** from the drop-down menu. (e.g. blue)

7. Click and drag the **cross cursor** to make a **comments** box.

8. You realize that you want blue to be the default comment box colour.

9. Click on the **arrow** icon in the comments box, click on **Add to quicklist**.

> Add to quicklist
> Delete comment

     Comment boxes will have a blue background colour.

10. To remove a **comment**, click on the **arrow** icon in the comments box.

11. Click on the **Delete comment** choice in the drop-down list.

     The **comment** will disappear.

12. To move around the task screen quickly, click on the **drag** (hand) icon.

13. Click on the **task** area and move the mouse in any direction to reposition your view of the document.
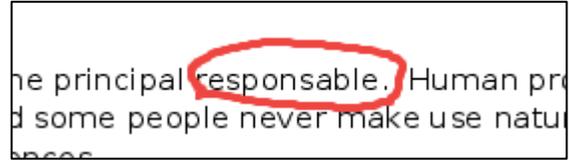
14. To draw or make custom shapes on the task, click on the **Pen** icon.

     Showing learners where issues on their work is one reason to use this tool.

15. Click on the **Pen** icon.

16. Click your mouse on the **task** area and drag it to make a shape.

he principal responsable. Human pr
d some people never make use natu

17. To change the **pen's** ink color, click on the annotation colour (**drop**) icon.

18. Click on a **colour** choice in the drop-down list.

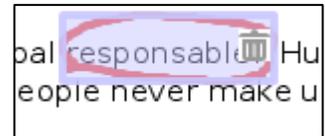   The **pen** now draws in the new ink colour.

19. To remove any annotations made with drawing tools, click on the **Select** icon.

20. Click on an **annotation** (not a comment box), A **highlight** box should appear.

21. Click on the **Trashcan** icon.

    The **annotated item** disappears.

pal responsable Hu
eopie never make u

22. To draw sing primitive shapes (**line, rectangle, oval**), click on the icon, and then drag and to form the shape on the task area.

rincipal responsable. Human product m
me people never make use natural produ
s.
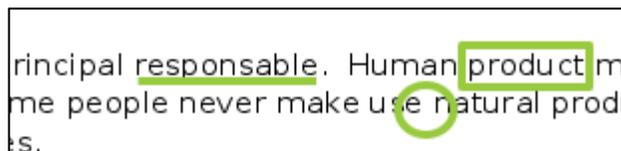
23. A really good way to point out issues in a text is the **highlight** tool. It works with the annotation colour tool.

24. Choose a colour.

25. Click on the **highlight** icon.

26. Click and drag over the text to be highlighted. .

I think that global warming is an international crisis requiring immediate action.

Maybe, the small part of it is part of the earth's natural climate change. And there is nothing we can do about it.

There are a few pre-loaded **stamps** that can be stamped onto the student's task.

27. First, click on the **current stamp** icon. (on the right)

28. Click on the **stamp** tool.

29. Position the cursor over the area to place a **stamp** and click the mouse.

Saving the Assessment

1. Complete the **annotation** comments.

2. Change to the **Default layout**.

3. Enter a numeric **grade**.

4. Add text **comments** if necessary.

5. Click on the **Save changes** button.

The **Changes saved** pop up appears.

6. Click on the **OK** button.

7. Move to the next **student submission** or return to the course page by clicking on the **course name** in the top left corner.

Course: John Allan Sandbox
Global Warming ⚙
Due date: Tuesday, 26 May 2020, 12:00 AM
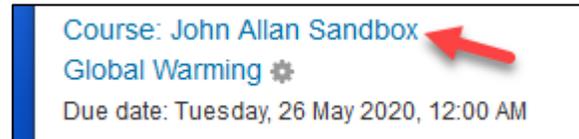
8. To see the results, click on the **assignment** link.

Global Warming

9. On the Grading summary page, click on the **View all submissions** button.

10. In the **Annotate PDF** column is a link to the annotation for the student to view and the final grade appears in **Final grade** column.

Submission comments ⊟	Last modified (grade) ⊟	Feedback comments ⊟	Annotate PDF ⊟	Feedback PoodLL ⊟	Final grade ⊟
▶ Comments (0)	Tuesday, 19 May 2020, 7:29 AM		📄 Ahmed Ali_181112_0.pdf ↪ Export to portfolio View annotated PDF...		65.00 / 100.00

11. Students click on the **View annotated PDF...** button.

12. Students view the **Annotate PDF** pop up. (as appears below)

Annotate PDF ☒

◄ Page 1 of 1 ► 🔲

I think that global warming is an international crisis requiring immediate action. ✔

Maybe, the small part of it is part of the earth's natural climate change. And there is nothing we can do about it.

I think we are some of the principal responsable. Human product many things wich isn't good for nature and some people never make use natural product without thinking about consequences.

Ahmed, the instructions ask for 4 paragraphs. Can you add another paragraph of detail?

Good effort Ahmed.