Creating a Self and Peer Assessment in Blackboard

1. From a content page click on the “Assessments” tab then select “Self and Peer Assessment” from the menu.

2. In Step # 1, click New to Create a New Self and Peer Assessment or select “Import” to import a previously created Self and Peer Assessment.

3. In Step # 2 Enter a title for the Assessment in the “Name” field. Add instructions.
Specify the submission Start/End date and time which controls when the students can submit their answers to the assessment.

<table>
<thead>
<tr>
<th>Submission Dates</th>
<th>Start Date</th>
<th>End Date</th>
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<tbody>
<tr>
<td></td>
<td>03/31/2014</td>
<td>04/07/2014</td>
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4. For Step #3, Self and Peer Evaluation Options complete the following sections:

   Evaluation Start/End: Enter the date range when students can submit evaluations of their peers’ work on the assessment as well as their own, if self-evaluations are enabled.

   To Allow Anonymous Evaluations, click Yes.
   To Allow Self Evaluations, click Yes.
   Click Yes for Show Evaluation Results to Submitter to allow submitters to view their own evaluation results.
   For the Number of Submissions to Evaluate, define how many tests each student is expected to evaluate.

5. In Step #4, Options, make the assessment available and optionally, track the number of views.

   Select the Display After and Display Until check boxes to enable the date and time selections. Display restrictions do not affect availability, only when it appears.
6. Click Submit.

7. The next section is the Assessment Canvas. You may add and edit the questions to be responded to here.

8. Enter the Question Text into the field.

You may optionally add a Model Response which students may refer to.

Click Submit.
9. From the Edit/Title screen you may return to the Assessment Canvas to view, add or edit questions. You may also preview the submission page. You may also edit the properties of the Self and Peer Assessment and export the assessment.

**Edit: Spring Self and Peer Assessment**

- **Assessment Canvas**
  View and edit assessment questions and evaluation criteria. Preview the submission page or the evaluation page for the assessment.

- **Properties**
  Edit the properties, instructions, availability, and evaluation options.

- **Export Assessment**
  Export this assessment as a file that can be reused and shared.

10. The Self and Peer Assessment will now appear on the content page.

**Spring Self and Peer Assessment**

Enabled: Statistics Tracking

Submission dates: March 31, 2014 3:56:00 PM to April 7, 2014 3:56:00 PM
Evaluation dates: April 7, 2014 3:56:00 PM to April 14, 2014 3:56:00 PM

[View/Complete Assessment](#)