## **Eduflow Guidance**

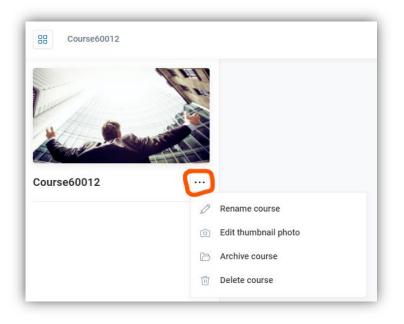
## Creating a peer review task in your Blackboard course space

As of summer 2021, Eduflow is integrated with Blackboard and is available as part of your course content tools.

- 1. Navigate to the content area of your course in which you want to set up the peer assessment activity.
- 2. To create a link to Eduflow, select Build Content > Eduflow.

reate	
	New Page
ltem	Content Folder
File	Module Page
Audio	Blank Page
Image	Mashups
Web Link	Flickr Photo
Learning Module Lesson Plan Syllabus Course Link Turnitin Assignment (curren Eduflow	SlideShare Presentation YouTube Video t)
Unitu   The Student Voice Platform	
VitalSource Bookshelf	
Hypothesis	
Content Package (SCORM)	
Piazza	
VoiceThread	
Wiley Assignments	

3. To get started, if you have never created an Eduflow course before you will have been set up with a blank course with the course code as the default title.

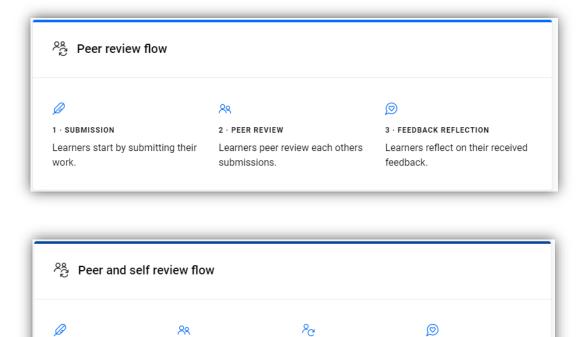


- 4. Click on the ellipsis (three dots) next to the course title to rename the course or change the thumbnail image.
- 5. To get started creating your peer assessment click on the blue 'Add Activities and

Flows' button at the bottom left of the screen.

This opens the Activities Page providing a list of different activities. You can add content in any order that you wish, or you can use one of the workflow templates towards the bottom of the Activities Page, two examples are the 'Peer review flow' and 'Peer and self review flow' as shown in the images below.

+ Add activities & flows



6. To add a workflow to your course, hover over the workflow you want and click on the blue '+' icon. The activities will be automatically added to the left-hand menu (students will work through that same menu in sequential order).

3 · SELF REVIEW

Learners review their

own submission.

4 · FEEDBACK REFLECTION Learners reflect on their

received feedback.

2 · PEER REVIEW

each others

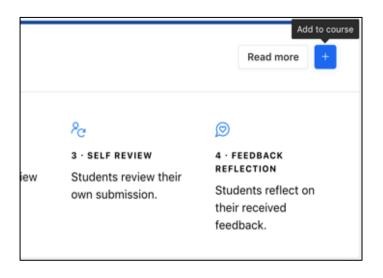
submissions.

Learners peer review

1 · SUBMISSION

Learners start by

submitting their work.



7. Once added to the left-hand menu you can hover and click the ellipsis to open submenus for each activity, including the settings.

~	Untitled peer and self review flow		
	Ø Submit your work		
	XR Review work done by your peers		
	$^{\rm P}\!_{\rm C}$ Review your own work	¢	Rename
	Reflect on your feedback	٢	Settings
		6	Duplicate
		Û	Delete

8. In 'Settings' you can change options such as the minimum number of reviews required per student, whether students can edit reviews once submitted and anonymity etc.

Peer review settings Activity specific settings	
Number of reviews	
Each student needs to review	3 peers to complete the activi
Allow students to do addit	ional reviews
Anonymity	
	or students when they review

9. The workflow comes with a default rubric of two simple questions as seen in the screenshot below, this can be modified as required and rubrics can be set up as text-based answers, Yes/No answers, or as a scale.

or - Text Mention something that your classmate did well 🔥 Response				
Write your response here				
	C Edit 🕞 Duplicate			
q₂-тext Mention something that your classmate could improve at ☑				
Response				
Write your response here				

Choose answer type								
Text	Scale	Video	Yes / No					
Min. number of words for answer								

## Adding students to the course

Once you have your peer review flow all set and ready to roll out, you can either provide students with a private course link for them to enrol onto the Eduflow task, or you can upload a .csv file with student's email addresses and add them via email.

## Managing the task

From the main course page, you will see three menu options in the top right header -'Course' 'Summary' and 'Participants'. Use the 'Participants' menu to see who has activated

Name ~	Email / username ~	User type 个	Status ~	Tags ~	
DJ		• Course owner	Active		
FD FD		Instructor	Active		
AW		k Student	Active		
CW CW		S Student	Active		
DS		Student	Active		
GR		Student	Active		
SH		S Student	Active		
SE		s Student	Active		
П		Student	Not enrolled yet		
SP		S Student	Not enrolled yet		

their EduFlow account (and send reminder emails to those that haven't).

'Summary' gives you a table of student progress, scores and metadata. From here you can also export your data.

SARAHB0203 - The Films of Quentin Tarantino						
Q Search for learner	🖓 Filters 📋 Columns 🛃	Export				
		Peer assessment and self reflection				
Name ~	Welcome video - watch this first! ${\scriptstyle\checkmark}$	Submit your work ${\scriptstyle\checkmark}$	Review work done by your peers $$			
AD Anna Dean	O Not completed yet	Locked	C Locked			
FD Francesca Demontis	Complete	Complete	O Not completed yet			
Marc Coulthard	Complete	Complete	O Not completed yet			
sp Sarah Django	Complete	Complete	Not completed yet			

By clicking on the 'peer review' activity in the left-hand menu from the main course page, instructors can review the submissions and their corresponding peer reviews and self - reflections.

~	Score and grade test			¥2	Submit your work
	Submit your work				
	Review work done by your peers			12 View reviews	
	ි <sub>ටි</sub> Grade passback	Ø			
				12	reviews · Last review made yesterday

	Jpmission	91	D. Trivedi -> S
	Jumission	Did your classmate meet the criteria of the assessment?	
:34		(example of a Yes/No Rubric question)	No reflection to :
	id nothin'gets me down tough, I've seen the bughest around	No	
-	v, baby, just how you feel roll with the punches and get to what's real ou see me standin' here	• Yes	
:02	sck against the record machine worst that you've seen ou see what I mean?	Additional comment Work is formatted correctly and was submitted	
.02	as well jump (iump) ell jump (iump) and jump (iump)	on time	
	y, you hat? 'vou been?	02	
:59	> J don't know know unit you begin is see me standing here leak against the record machine	Mention something that your classmate did well	
	vorst frat you've seen ou see what I mean? as well ump (ump)	(Example of a Rubric Text Question)	
	and jump well jump (ump) and jump	YOU CAN SPECIFY THE MINIMUM NUMBER OF WORDS FOR A RESPONSE - Minimum here is 3	
:58	veli jump (ump) and jump imp (ump)	words!	
	and jump + - Page: 1 / 1	Creative use of repetition to reinforce the main	