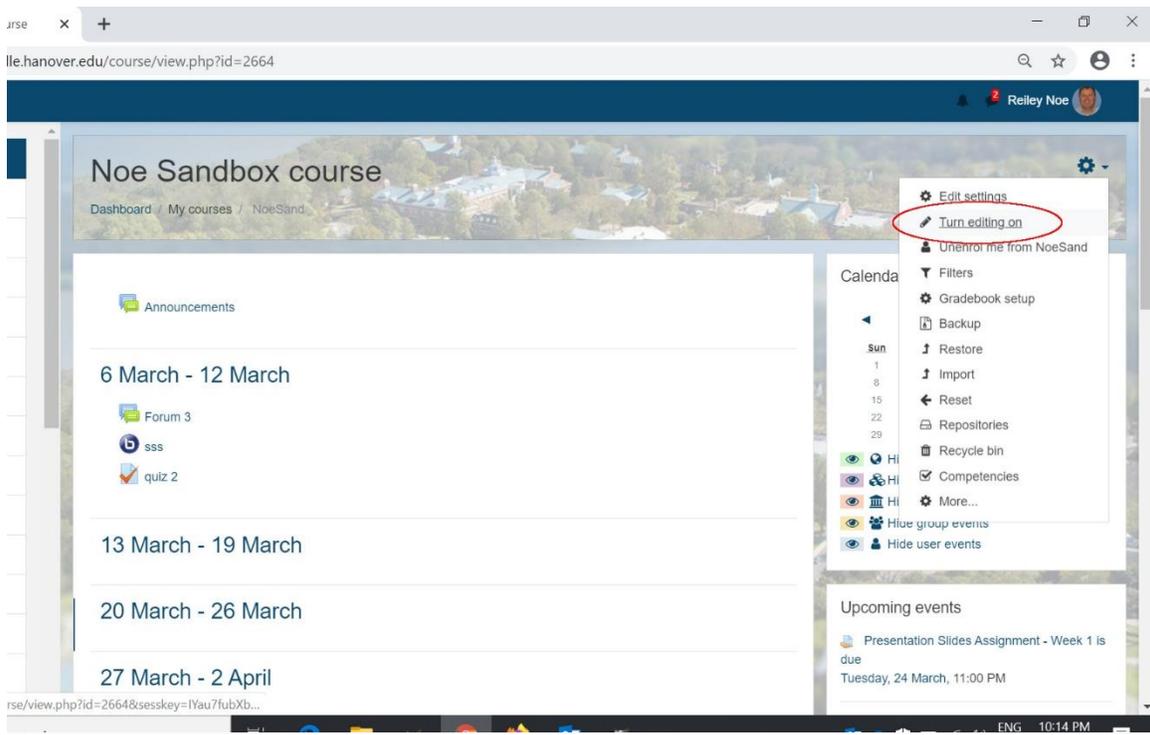
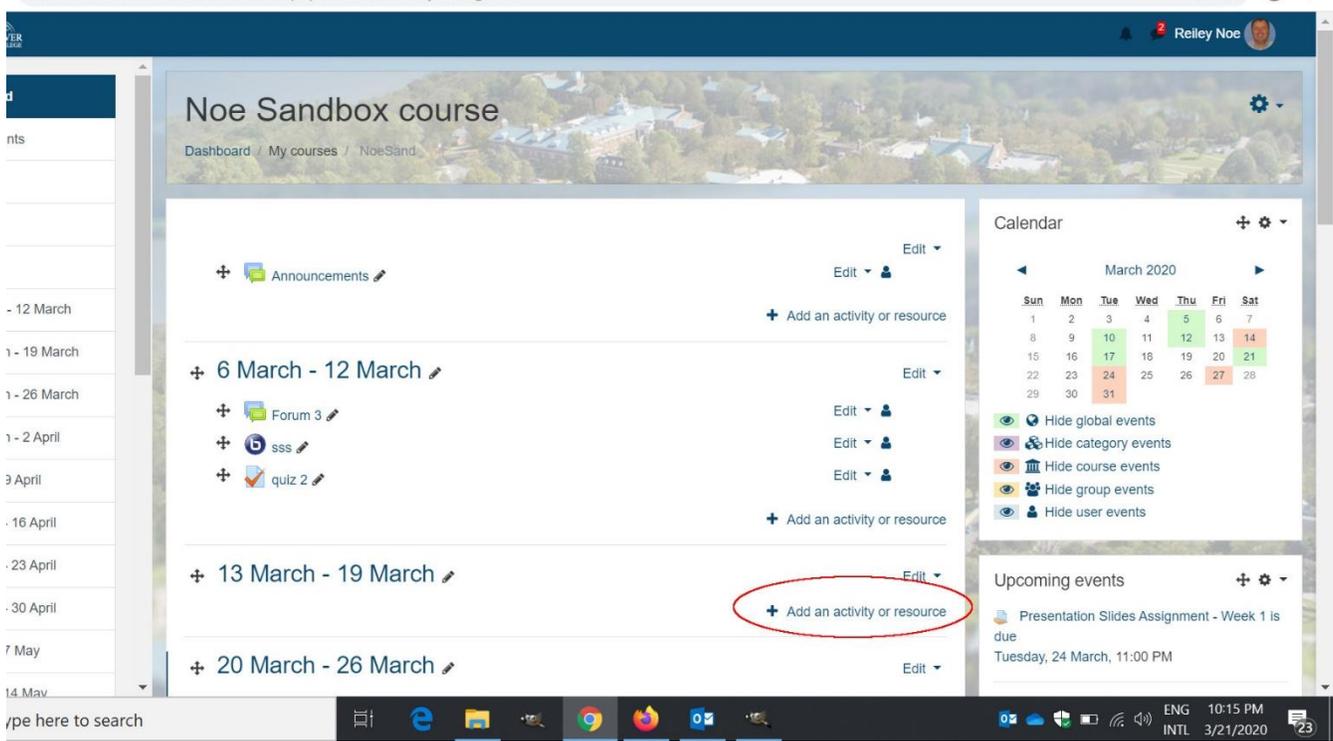


Setting up and grading a Poodl video assignment

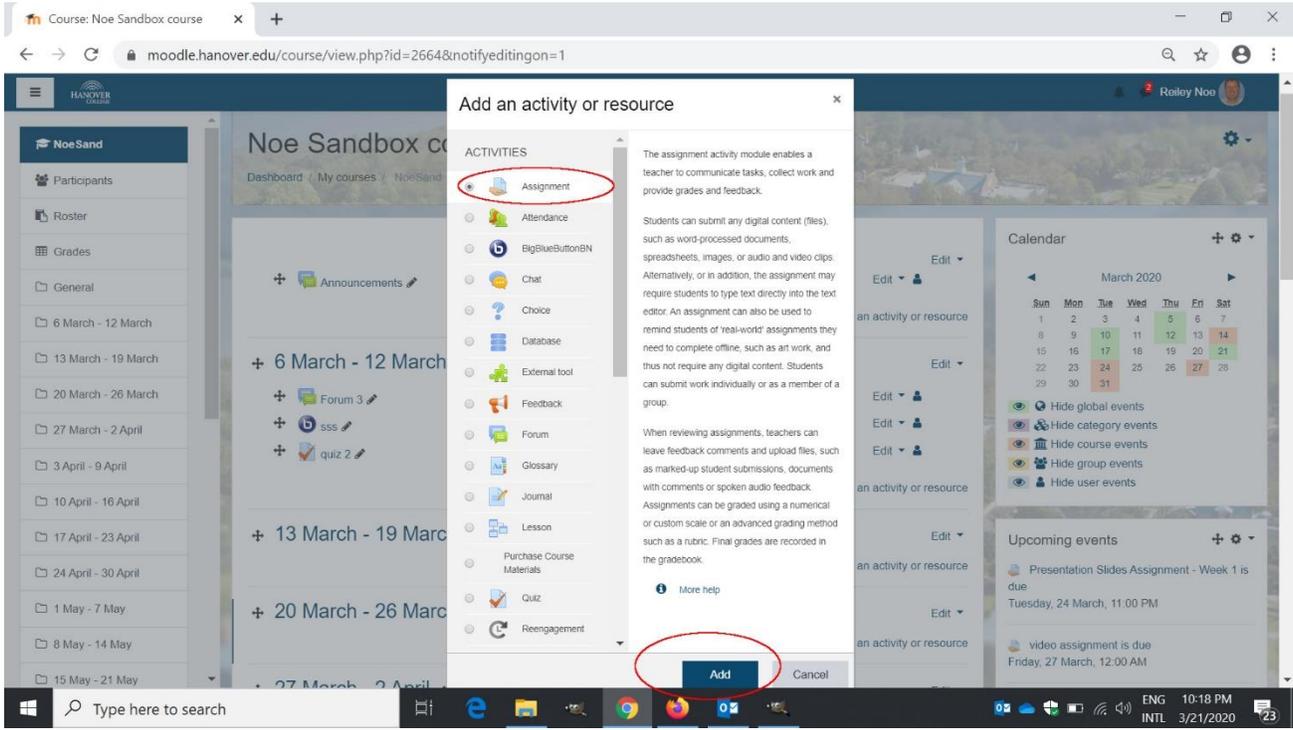
1. Click on the Gear and select Turn Editing On.



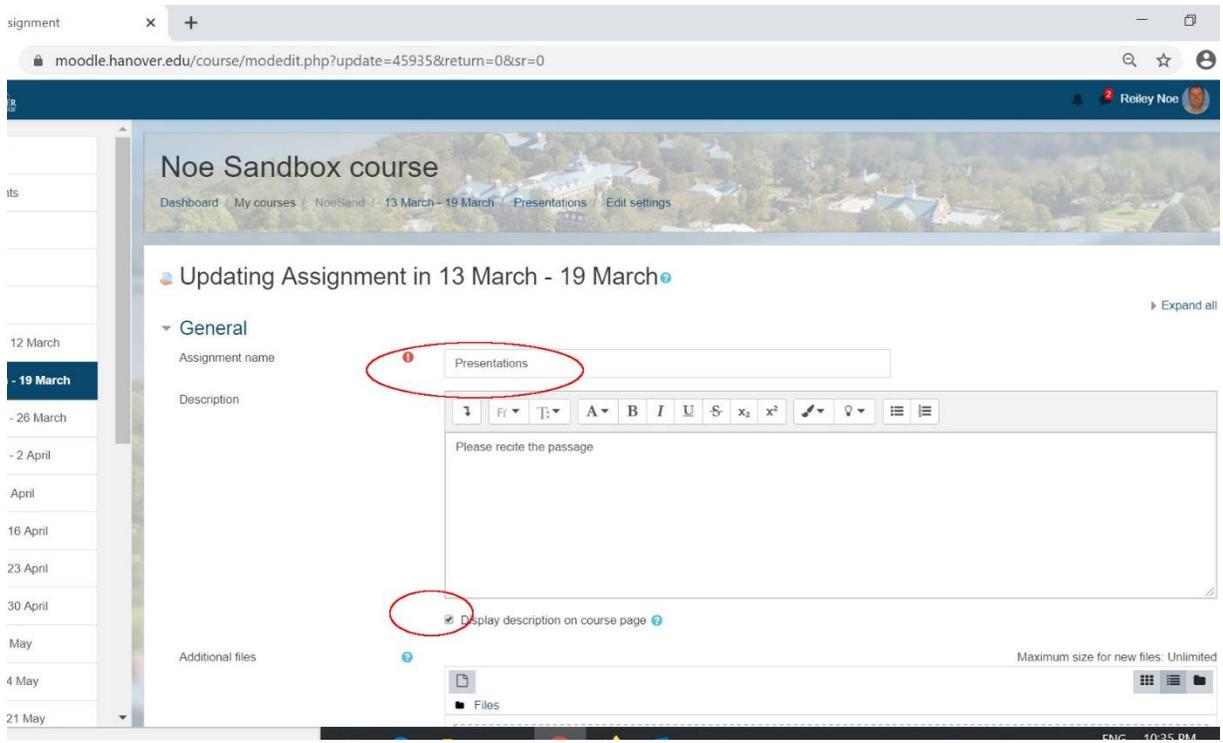
2. Click on Add an Activity or Resource



3. Pick the Assignment activity



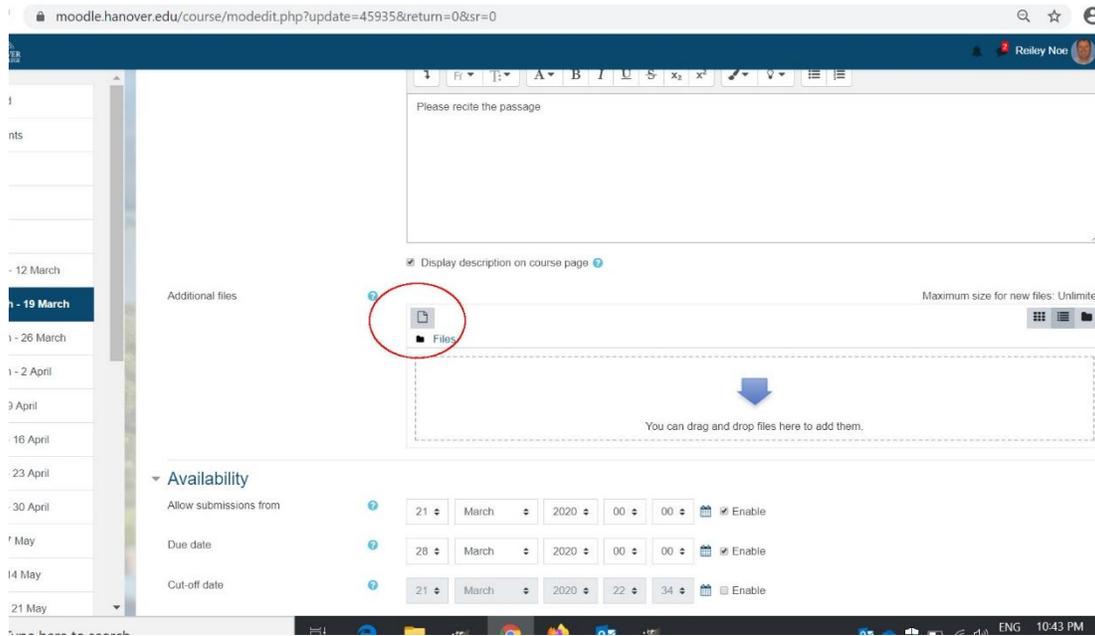
4. Name the activity. If you want some text to display under the assignment on the course page, you can add it in the text box. Click on the text box below to make it visible on the course page



5. You can pass along a document connected to this assignment. If you don't want to include a document with the assignment that students will see, skip to step No. 9.

It could be a text that you would like them to recite or say. It could be guidelines for what the video assignment entails. You don't have to submit one, but if you'd like to, you can upload it here.

Click on the icon



6. If you'd like to add a document – and you don't have to - it might look something like this. You might specify what is important in the recording and what aspects of it are insignificant. This will help make a group of nervous students relax and concentrate on what you are evaluating them on.

You could also submit a separate set of lines that they are to recite, if that is important in your situation.

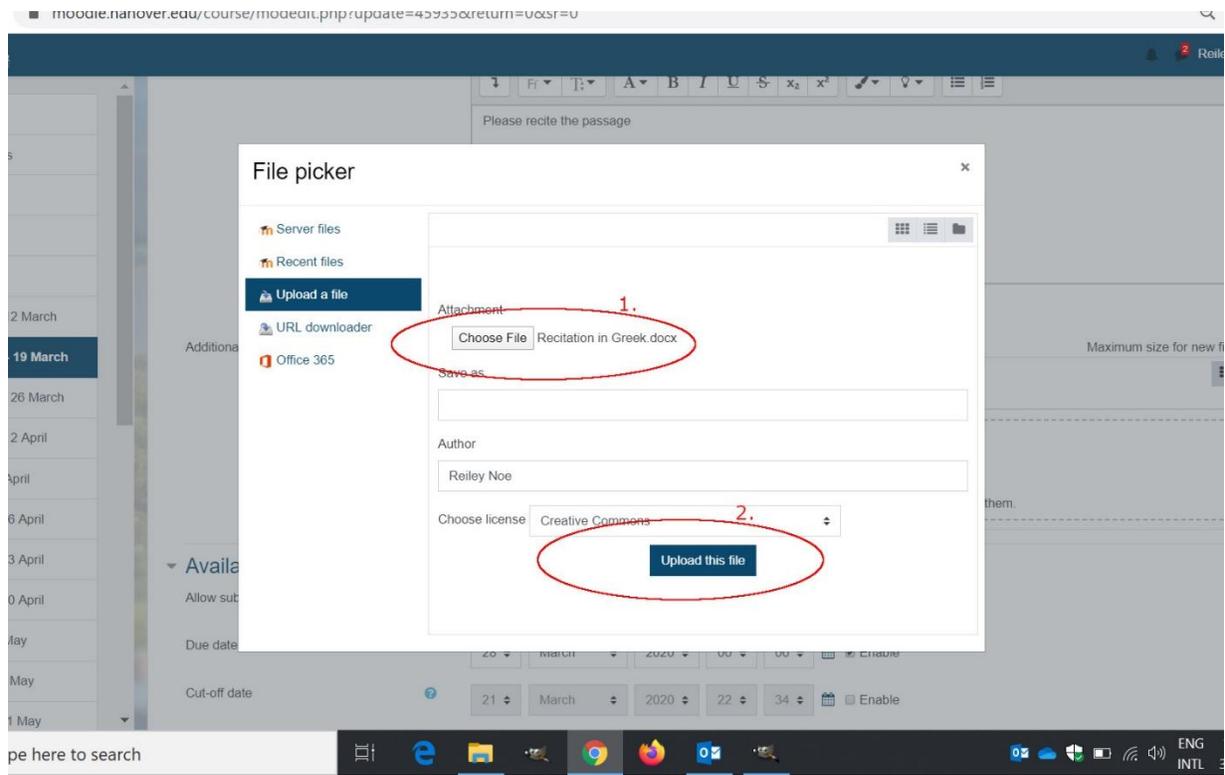
Recitation in Greek

Please recite this passage in the video recorder for this assignment by Friday April 12 at 11:45.

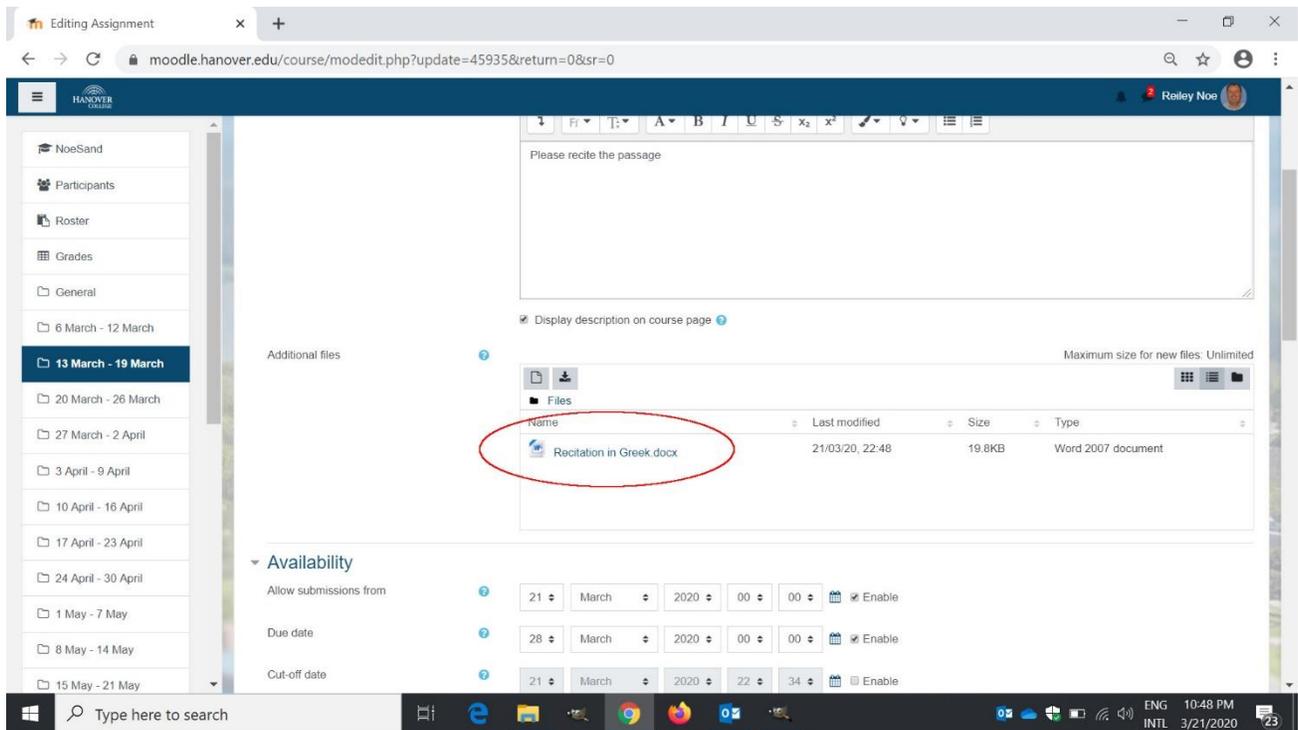
I am most concerned about your pronunciation and the quality of your spoken Greek. Other imperfections – cats jumping on the desk behind you or other things in the background – are unimportant.

This is the passage....blah blah blah

7. Choose the file you want to upload and then click the upload button.



8. The file appears here,



9. Regardless of whether you include a document or not, you will need to set the date that the video presentation recording is available, the due date and the cut off date – the final date that you'll take submissions under any circumstances.

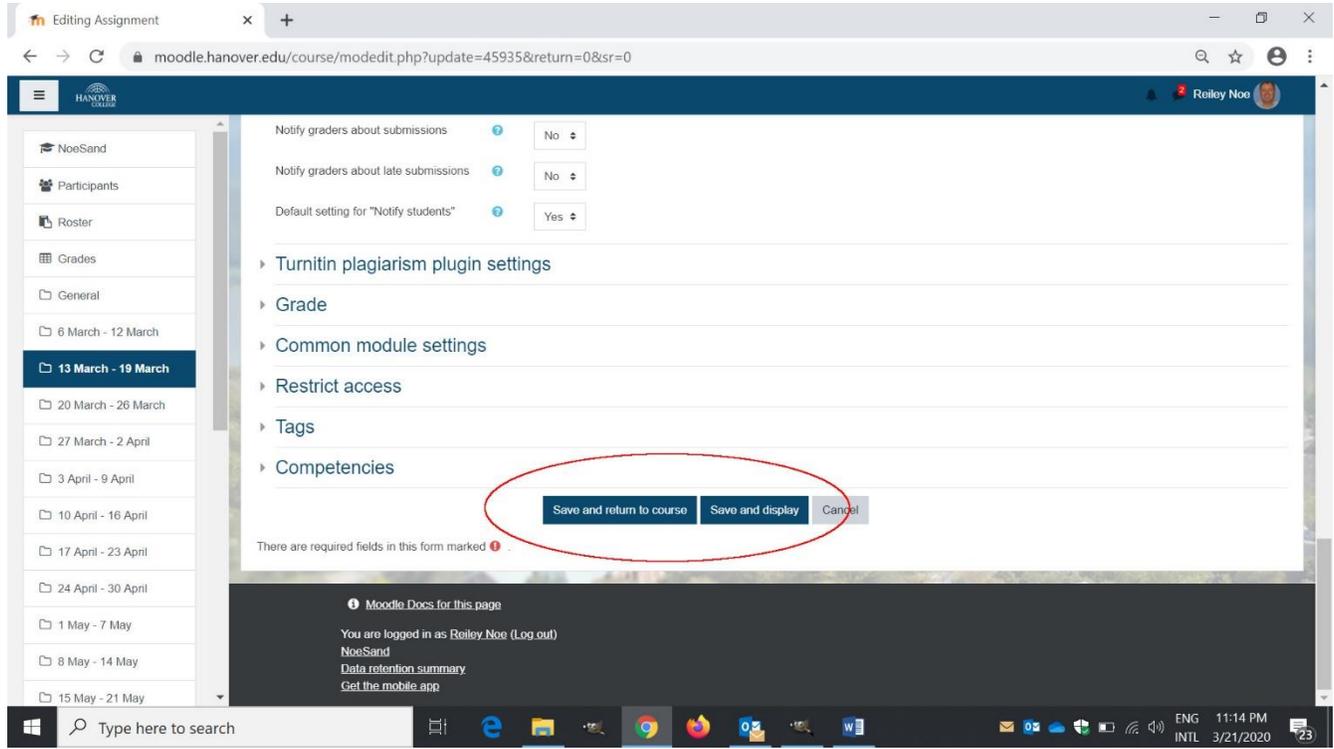
Make sure that the Online Pool box is checked and specify whether this requires an audio or video recording. Specify the maximum length.

The screenshot shows the Moodle assignment editing interface. The 'Availability' section includes fields for 'Allow submissions from', 'Due date', 'Cut-off date', and 'Remind me to grade by', each with a date and time picker and an 'Enable' checkbox. The 'Submission types' section has a 'Submission types' field with 'Online Pool' selected, and a 'Pool Rec. Type' dropdown set to 'Video Recorder'. The 'Pool Rec. Time Limit' is set to '10 minutes'. Red annotations include: '1. click enable' pointing to the 'Enable' checkboxes; '2. add the dates' pointing to the date pickers; '3. check Online Pool' pointing to the 'Online Pool' checkbox; '4. specify video recorder or audio recorder' pointing to the 'Video Recorder' dropdown; and '5. set a time limit for the recording.' pointing to the '10 minutes' dropdown.

10. You should change Attempts Reopened to **Manual** so that you can reopen submissions from students.

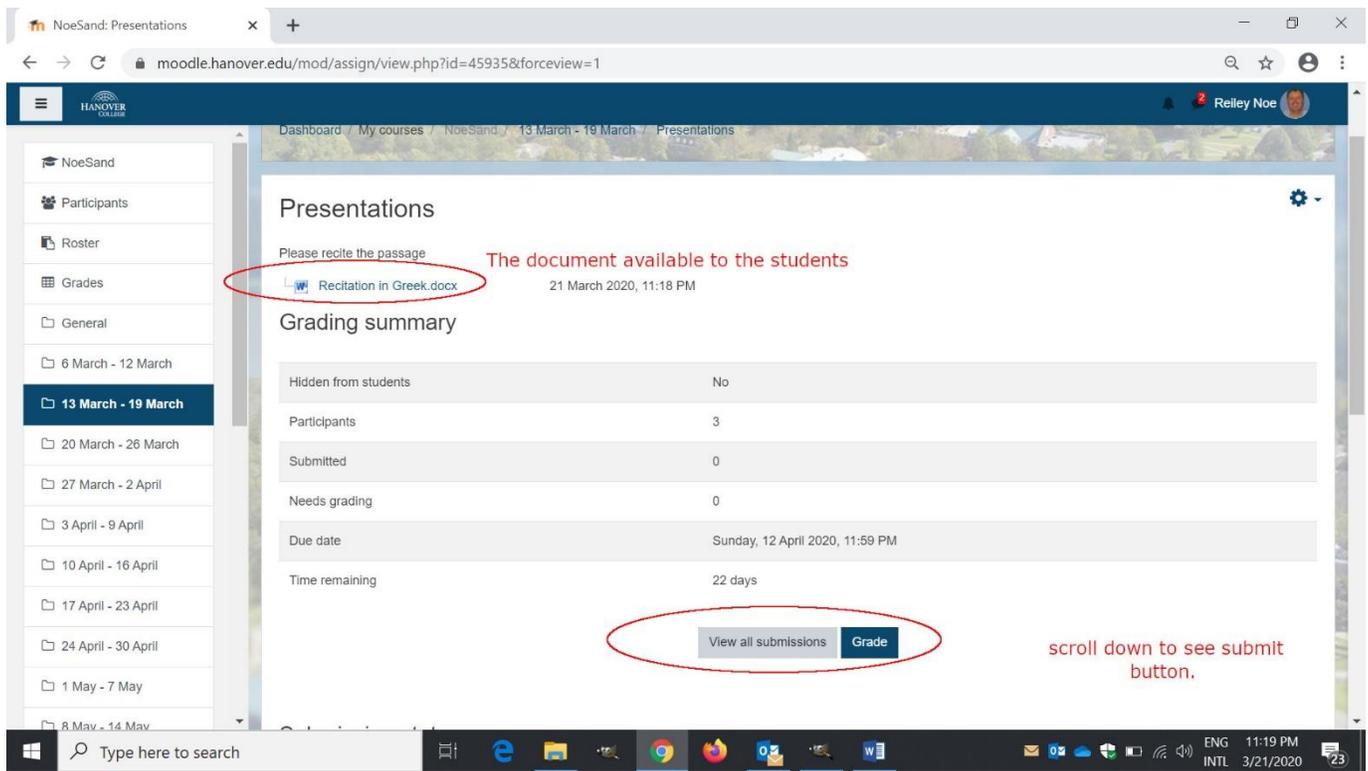
The screenshot shows the Moodle assignment editing interface, specifically the 'Submission settings' section. The 'Attempts reopened' dropdown menu is open, showing options: 'Never', 'Never', 'Manually', and 'Automatically until pass'. A red annotation states: 'You should change Attempts Reopened from Never to Manually. This will let you enable students to resubmit the video after it had been initially submitted if need be.'

11. Click **Save and Display** or **Save and Return to Course**.



The screenshot shows the Moodle course editing interface. The browser address bar displays `moodle.hanover.edu/course/modedit.php?update=45935&return=0&sr=0`. The page title is "Editing Assignment". The left sidebar shows a course calendar with the date "13 March - 19 March" selected. The main content area contains various settings for the assignment, including "Notify graders about submissions" (set to No), "Notify graders about late submissions" (set to No), and "Default setting for 'Notify students'" (set to Yes). Below these are expandable sections for "Turnitin plagiarism plugin settings", "Grade", "Common module settings", "Restrict access", "Tags", and "Competencies". At the bottom of the settings area, three buttons are visible: "Save and return to course", "Save and display", and "Cancel". A red oval highlights these three buttons. Below the buttons, a message states "There are required fields in this form marked". At the bottom of the page, there is a footer with "Moodle Docs for this page" and a login status for "Reiley Noe".

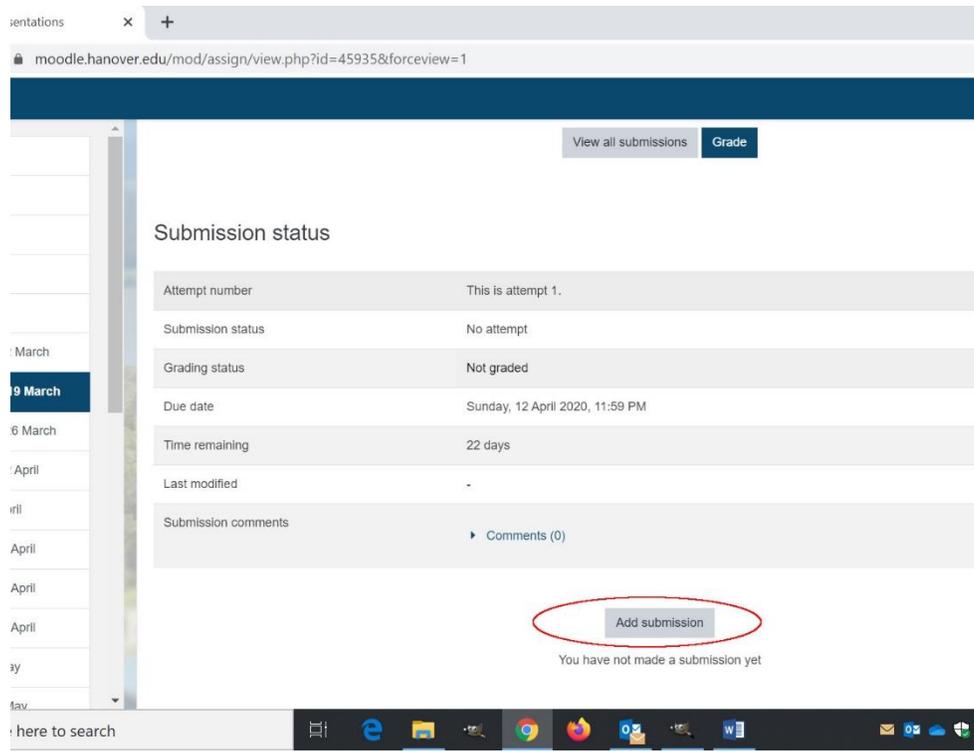
12. What you see with **Save and Display**....



The screenshot shows the Moodle assignment view page. The browser address bar displays `moodle.hanover.edu/mod/assign/view.php?id=45935&forceview=1`. The page title is "NoeSand: Presentations". The left sidebar shows the course calendar with "13 March - 19 March" selected. The main content area displays the assignment details. At the top, it says "Please recite the passage" and "The document available to the students". Below this, a document titled "Recitation in Greek.docx" is shown, uploaded on "21 March 2020, 11:18 PM". A red oval highlights the document name. Below the document is a "Grading summary" table. At the bottom of the page, two buttons are visible: "View all submissions" and "Grade". A red oval highlights these two buttons. To the right of the buttons, a red text annotation says "scroll down to see submit button".

Item	Value
Hidden from students	No
Participants	3
Submitted	0
Needs grading	0
Due date	Sunday, 12 April 2020, 11:59 PM
Time remaining	22 days

13. Scroll down and you'll see the submission button

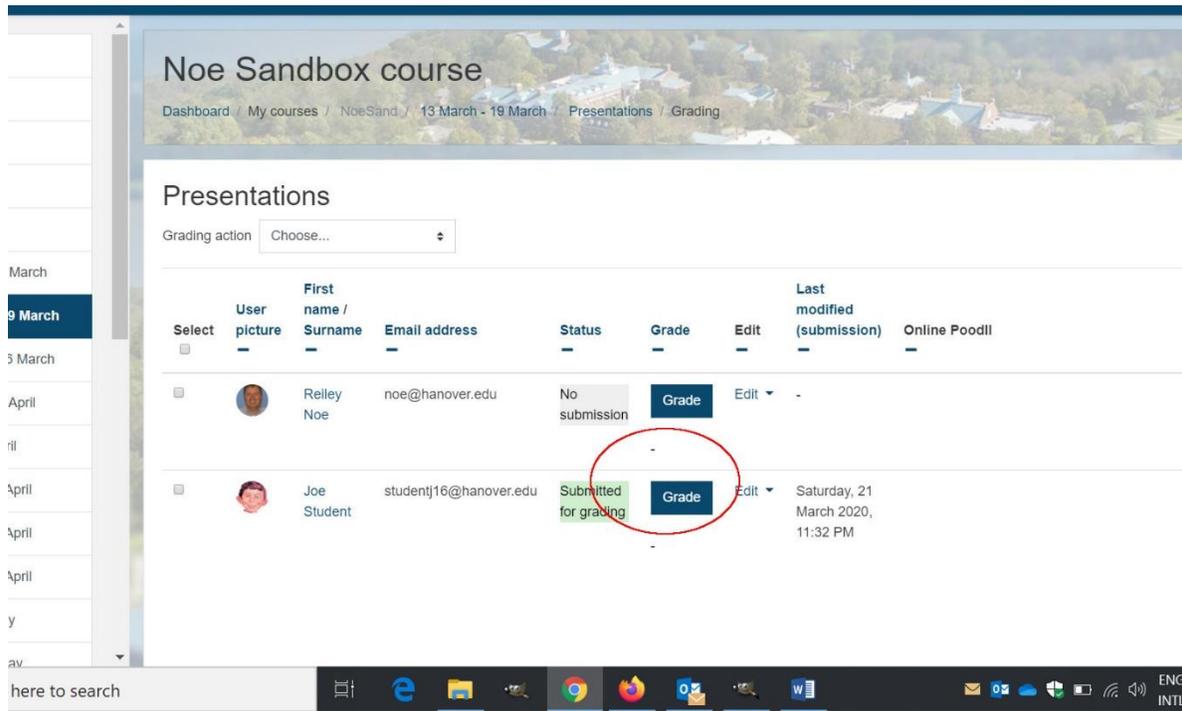


The screenshot shows a Moodle submission status page. At the top, there are two buttons: "View all submissions" and "Grade". Below this is a "Submission status" section with the following details:

- Attempt number: This is attempt 1.
- Submission status: No attempt
- Grading status: Not graded
- Due date: Sunday, 12 April 2020, 11:59 PM
- Time remaining: 22 days
- Last modified: -
- Submission comments: Comments (0)

At the bottom of the submission status section, there is a button labeled "Add submission" which is circled in red. Below the button, it says "You have not made a submission yet".

14. This is what you see when you click on View Submissions.



The screenshot shows the "Presentations" page in Moodle. The page title is "Noe Sandbox course" and the breadcrumb trail is "Dashboard / My courses / NoeSand / 13 March - 19 March / Presentations / Grading".

Below the title, there is a "Grading action" dropdown menu set to "Choose...".

The main content is a table with the following columns: Select, User picture, First name / Surname, Email address, Status, Grade, Edit, Last modified (submission), and Online PoolID.

Select	User picture	First name / Surname	Email address	Status	Grade	Edit	Last modified (submission)	Online PoolID
<input type="checkbox"/>		Relley Noe	noe@hanover.edu	No submission	Grade	Edit	-	
<input type="checkbox"/>		Joe Student	studentj16@hanover.edu	Submitted for grading	Grade	Edit	Saturday, 21 March 2020, 11:32 PM	

The "Grade" button for the "Submitted for grading" row is circled in red.

15. What you see when you select the Grade button. View the video. Grade by adding the grade to the box at the bottom of the page. To go to the next student you can pick them from the drop down or click on the arrow.

The screenshot shows a Moodle assignment grading page for a student named Joe Student. The page is titled "moodle.hanover.edu/mod/assign/view.php?id=45935&rownum=0&action=grader&userid=1692". The student's profile shows "Joe Student" with email "studentj16@hanover.edu" and a due date of "12 April 2020, 11:59 PM". The submission status is "Submitted for grading", "Not graded", and "22 days remaining". A video player shows a student's face. The "Grade" section at the bottom right has a "Grade out of 100" label and an empty input box. A "Change user" dropdown menu is visible at the top right. The Windows taskbar at the bottom shows the time as 11:37 PM on 3/21/2020.