Reducing Grading Time While Still Providing Substantive Feedback

Robin Donohoe Dennison, DNP, APRN, CCNS, NEA-BC
Director of the School of Nursing

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Objective

Describe strategies for grading assignments which will reduce grading time but also provide students with the substantive feedback needed to improve and meet expected outcomes.

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1. Write an assignment description with clear expectations

Purpose of the assignment

- Alignment of assignment to CLO(s) should be identified on the syllabus and the assignment description

Due date and time, including time zone

Requirements

- Content
- APA? Abstract required?
- Length expectation or limit
- File type
- Delivery: Gradebook or email

Evaluation

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2. Develop and share a rubric which communicates clear expectations

Criterion: rows

Levels of Quality: columns (even number)

- Exceeds expectations: 100% of points for the criterion
- Meets expectations: 85% of points for the criterion
- Barely meets expectations: 70% of points for the criterion
- Does not meet expectations: 1-69% of points for the criterion
- Not present: 0 for the criterion

Weighting

- What content is crucial: significant weight
- Graduate level writing; penalties for plagiarism
- APA

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3. Use technology to speed grading and facilitate substantive feedback

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Autocorrect

Adobe audio comments

Loom

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Autocorrect

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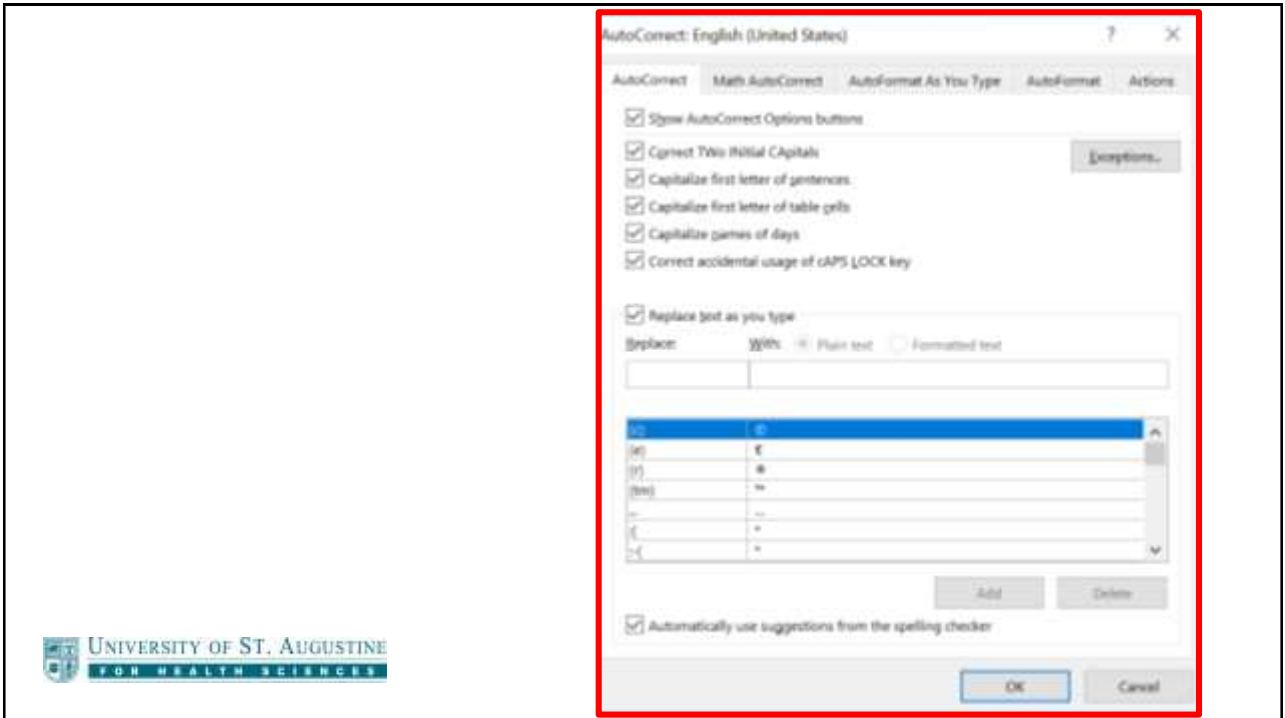FOR HEALTH SCIENCES

File →

Options →

Proofing →

Autocorrect Options

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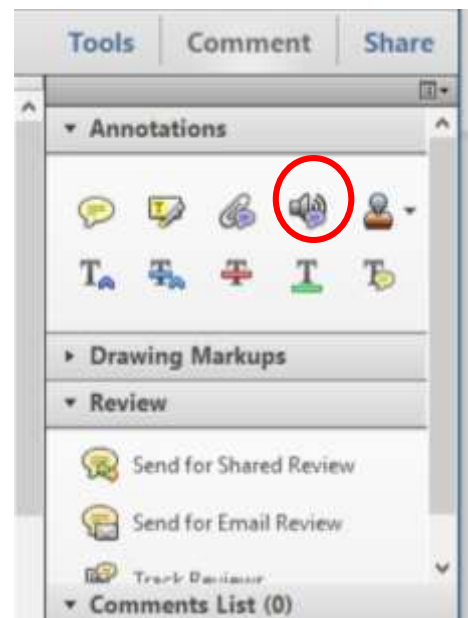| Key	Comments
ae	Affect versus effect; read: http://grammar.quickanddirtytips.com/affect-versus-effect.aspx
amp	APA: Ampersand is used in citations and references but not in text
cit	You need to cite a reference
comphyphen	Compound adjective must be hyphenated
csplice	This is a comma slice which is two complete sentences connected by a comma. It needs to be two sentences or connected by a semicolon or a conjunction. Read: http://grammar.quickanddirtytips.com/comma-splice.aspx
defineacronym	You have not defined this acronym/abbreviation
inappropcap	Inappropriate capitalization since this is not a proper noun; read: http://grammar.quickanddirtytips.com/understanding-capitalization.aspx
inappropcolon	Inappropriate use of colon; read: http://grammar.quickanddirtytips.com/colon-grammar.aspx
inappropcommas	Inappropriate use of commas; read: http://grammar.ccc.commnet.edu/grammar/commas.htm
inappropsemicolon	Inappropriate use of semicolons; read: http://grammar.quickanddirtytips.com/semicolons.aspx
IC	This is an introductory clause which requires a comma; please review: http://owl.english.purdue.edu/owl/resource/607/03/
memyselfI	Inappropriate use of me, myself, and I; read: http://www.wsu.edu/~brians/errors/myself.html and http://www.better-english.com/grammar/memyself.htm
numbsent	Numbers at the beginning of a sentence must be written out
numbten	Numbers under ten are written as words

Track Changes

- Use to highlight and add comments when the work is GOOD; students NEED positive feedback.

- Use to identify areas in need of improvement and resources to clarify.

- Do not rewrite the paper for the student; they do not learn by just accepting changes.

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Adobe Audio Feedback

1. Click Comment, and then Annotations. Click on the speaker.

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| Tools | Comment | Share |

▾ Annotations

Tₐ

▸ Drawing Markups

▾ Review

Send for Shared Review

Send for Email Review

Track Reviewer

▾ Comments List (0)

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Adobe Audio Feedback

2. Use your mouse to move the little speaker to place the audio comment in a specific location in the document. Click when you have it where you want it to be and the Sound Recorder appears.

3. Click the red record button to begin recording; click on the black square to stop recording.

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Adobe Audio Feedback

4. Using your computer's built-in microphone, record the audio comment you wish to make. Click the stop button when you finish. Use your voice to indicate your enthusiasm. Students love hearing your voice.

5. The audio comment icon appears on the page at the desired location. To listen to the audio comment, double-click the audio comment icon or right-click in Windows or Ctrl-click in Mac OS on the icon and select Play File

6. To delete the audio comment, right-click (Windows)/Ctrl-click (Mac OS) the audio comment icon and select Delete. You cannot edit audio comments in Adobe Acrobat so if you feel that you need to edit, just delete and rerecord.

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Loom

- https://www.loom.com/
- Free

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Fun Fact
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Questions

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