

# External Examiner Access and Course Navigation

## Introduction

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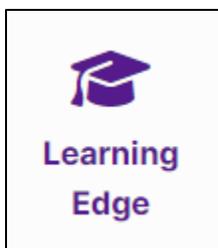
### Your Account

To access Edge Hill's Virtual Learning Environment, you'll need an Edge Hill University account.

These accounts are applied for on an annual basis by the faculty that you are working with. If you have had an account in the past and it is not working now, this might be why.

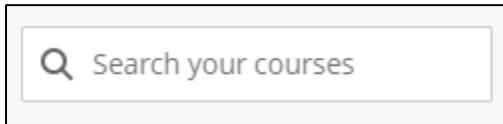
### Logging in

You can log in at [edgehill.ac.uk/staff](https://edgehill.ac.uk/staff). Select the Learning Edge icon and log in with your Edge Hill University username and password.



## Finding Courses

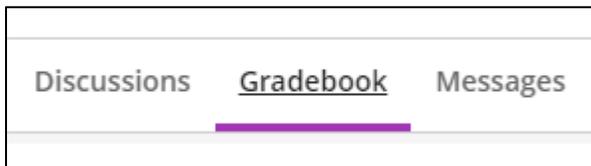
You will arrive on the Blackboard Courses page. You can browse through courses or use the 'Search your courses' search box to find them.



## Finding Assessment Activity

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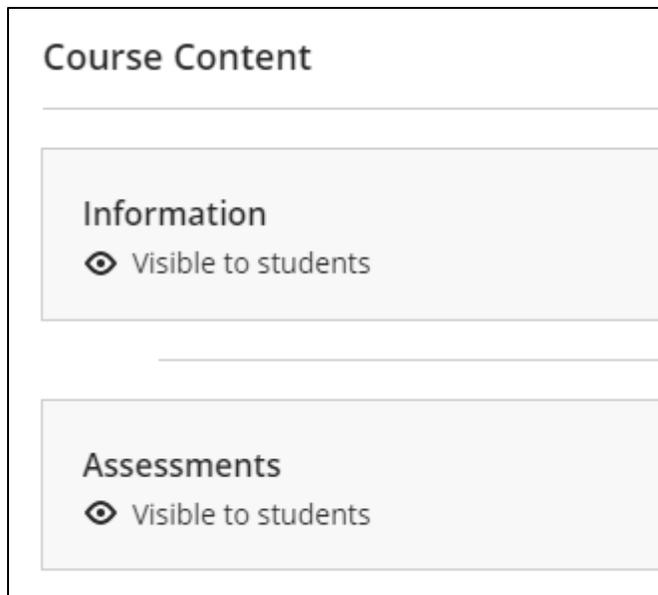
An overview of assessed activities can be accessed through Gradebook at the top of the screen.



You can use the view button to switch between the list and grid views.



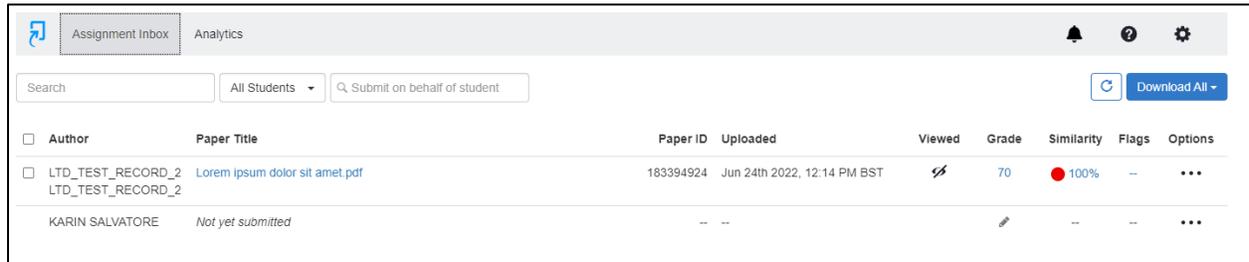
There is also likely to be an assessments area in the 'Course Content' area of the 'Content' tab. This may contain information about assessments



There are several tools that may be used for assessments, but the most used ones are Turnitin, and the Blackboard's Assignments tool.

## Turnitin

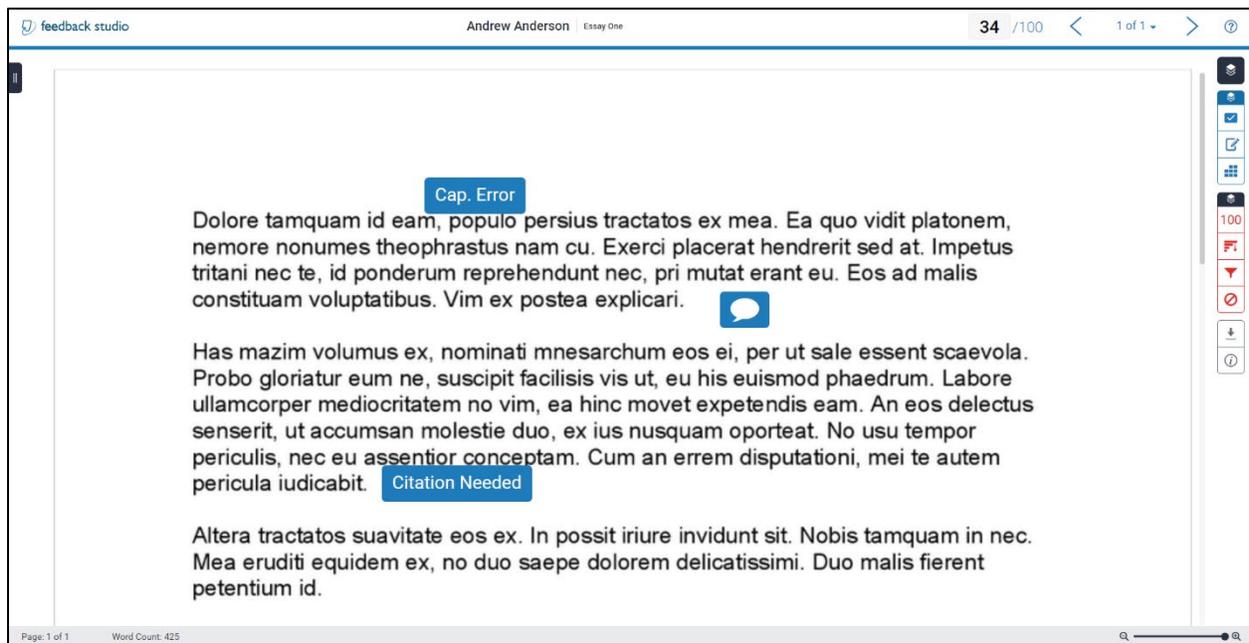
If you select a Turnitin assignment you will be taken to a list of students and their submissions.



The screenshot shows the Turnitin Assignment Inbox interface. At the top, there are tabs for "Assignment Inbox" and "Analytics". Below the tabs, there is a search bar and a dropdown menu for "All Students". A "Submit on behalf of student" button is also present. A "Download All" button is located on the right side. The main content is a table with the following columns: Author, Paper Title, Paper ID, Uploaded, Viewed, Grade, Similarity, Flags, and Options. The table contains two rows of data.

Author	Paper Title	Paper ID	Uploaded	Viewed	Grade	Similarity	Flags	Options
<input type="checkbox"/>	LTD_TEST_RECORD_2 LTD_TEST_RECORD_2	183394924	Jun 24th 2022, 12:14 PM BST		70	100%	--	...
<input type="checkbox"/>	KARIN SALVATORE		Not yet submitted			--	--	...

You can select a Paper Title to open Turnitin Feedback Studio where you can see grades and feedback.



The screenshot shows the Turnitin Feedback Studio interface. At the top, there is a header with "feedback studio", the student name "Andrew Anderson", and the assignment name "Essay One". On the right side, there is a progress indicator showing "34 / 100" and a "1 of 1" dropdown menu. The main content is a document with three paragraphs of text. The first paragraph has a "Cap. Error" annotation. The second paragraph has a "Citation Needed" annotation. The third paragraph is empty. On the right side, there is a vertical toolbar with various icons for navigation and editing. At the bottom, there is a footer with "Page: 1 of 1" and "Word Count: 425".

Dolore tamquam id eam, populo persius tractatos ex mea. Ea quo vidit platonem, nemore nonumes theophrastus nam cu. Exerci placerat hendrerit sed at. Impetus tritani nec te, id ponderum reprehendunt nec, pri mutat erant eu. Eos ad malis constituam voluptatibus. Vim ex postea explicari.

Has mazim volumus ex, nominati mnesarchum eos ei, per ut sale essent scaevola. Probo gloriatur eum ne, suscipit facilisis vis ut, eu his euismod phaedrum. Labore ullamcorper mediocritatem no vim, ea hinc movet expetendis eam. An eos delectus senserit, ut accumsan molestie duo, ex ius nusquam oporteat. No usu tempor periculis, nec eu assentior conceptam. Cum an errem disputationi, mei te autem pericula iudicabit.

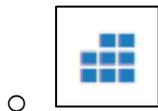
Altera tractatos suavitate eos ex. In possit iriure invidunt sit. Nobis tamquam in nec. Mea eruditi equidem ex, no duo saepe dolorem delicatissimi. Duo malis fierent petentium id.

Feedback may be overlaid on the student text in various ways:

- Inline comments around the student paper that are viewable by hovering over the icon with the mouse and scrolling down the submissions.
- General comments accessible by clicking on the 'Feedback Summary' icon found on the toolbar, on the right-hand side of the screen.



- Feedback in relation to Faculty/Department assessment criteria viewable by selecting the 'Rubric/Form' icon.



## Blackboard's Assignment Tool

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If you select the title of a Blackboard Assignment from Gradebook you will see a list of students and submissions.

Student	Student Status	Marking Status	Mark
 <b>AARON AARONSON</b> Attempted on 16/09/2022, 15:03	Submitted	1 attempt to mark   1 to post	<b>70 / 100</b> <i>Override</i>
 <b>GWYNEIRA BLAITHIN</b> Unopened	No Submission	Nothing to mark	-- / 100

Select a row to see the student's submission, and feedback.