OASES

Assessing student assignments in OASES

1. Filter by Assignment, Course, Academic Year, Completed or In Progress Assessments

2. To Begin a New Assessment click here. Pooled Assignments will be assigned to you anonymously and at random

3. Only assignments that are made available by course administrators will appear. You will see this message if you have no assignments to be assessed

4. Select an Assignment. You will see all Assignments for where you are an Assessor

5. Click here and an student's submission will be given to you for assessment
6. **Student Names** and **Numbers** are usually anonymous

7. **Status** shows whether you have **Completed** your assessment or if it is **In Progress**

8. Look for specific **Instructions** about this assignment

9. Use this link to download the student's submission

10. **Submission Date** shows both the date and time of the submission
11. Assess whether a student
   a. Meets assignment requirements
   b. Does not meet assignment requirements - or if you are -
   c. Unable to assess

12. Provide additional **Feedback** in this text box. Any **Feedback** provided here will be viewed by the student

13. **Save a Draft** of your **Assessment** or **Submit**

   **Note:** All submissions are final. Contact the course administrator if you there is a problem with your assessment

14. Assessments still in draft are found under **In Progress**

15. **Status** indicates that this assessment is not yet complete

16. Resume and complete your assessment at any time
17. Submitted assessments are found under **Completed**

18. **Status** indicates that this assessment is **Completed**

19. **View your Assessment & Feedback** at any time

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