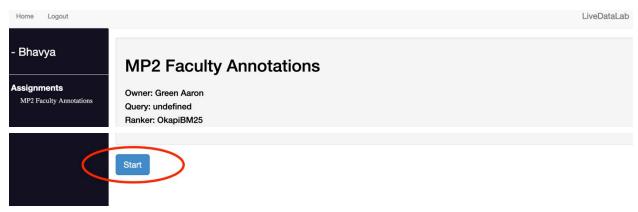
- 1. Go to the Annotator App: LINK COMING SOON!
- 2. Click on "Login with Gitlab" and login with your Gitlab username and password.
- 3. Click on "Annotate Datasets"
- 4. Click on "Assignments" in the left pane to show the list of assignments available.



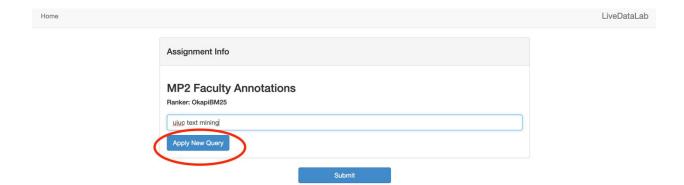
5. Click on "MP2Faculty Annotations"



6. Click on "Start" to begin the annotation process.



7. Type in your query in the text box and click on "Apply New Query"



You should now be able to see a list of top 20 documents ranked according to the Okapi BM25 algorithm.

8. Carefully evaluate each document and mark it as Relevant/Non-Relevant accordingly.

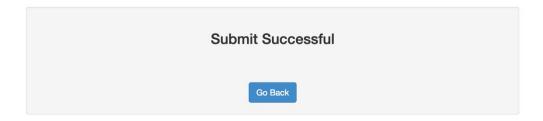
Relevant documents can be those that either completely answer your query or have a significant amount of relevant information. These are the documents you would have liked to see in the top results from a Search Engine.

Non-Relevant documents would have no or very little relevant information.

You can click on a document name to view it's content.



9. Once you've evaluated **all** the returned documents, click "Submit. You have now successfully completed the **required** section of the assignment. Great Job!



10. **OPTIONAL:**

You may evaluate as many **new** queries as you would like by repeating steps 4-9. You should now click on "Resubmit" to start the annotation process.

Note: To avoid unnecessary complications, please do not evaluate the same query multiple times.

