

Appendix: Using the Evaluation Platform

25.0 Overview

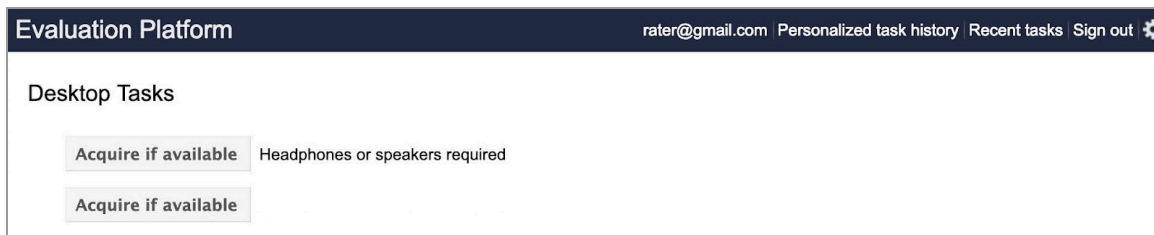
The Evaluation Platform is the system you will use to acquire and rate tasks. You can access the Evaluation Platform by going to this link: <http://www.raterhub.com/evaluation/rater>

As a Search Quality Rater, you will work on many different types of rating tasks. This section provides guidance on how to use certain features of the Evaluation Platform that you will encounter frequently in Page Quality (PQ) and Needs Met (NM) rating tasks. Some of these concepts may apply to other types of rating tasks as well.

Important: Many tasks that you receive will display project-specific instructions on the task page. You should always follow these project-specific instructions when they are provided.

26.0 Acquiring Tasks

Here is a simplified screenshot of the task acquisition page on the Evaluation Platform. Please note that changes are sometimes made to the appearance of this page, so it may not look exactly as it appears below.



A few notes about how to acquire tasks from this page:

- **rater@gmail.com:** Make sure you are logged in to the account you used to sign up for the rating program.
- **Acquire if available:** Click this button to acquire a new task.
- **Headphones or speakers required:** This label indicates that the task requires headphones or speakers (for example, to listen to an audio file).

Please note you may see other types of labels next to the button on the task acquisition page. Sometimes there will be only one button, while other times you may see more than one button displayed to distinguish tasks with different requirements. When there is more than one displayed, you may choose the one you want to acquire.

27.0 Rating Tasks Using the Rating Interface

Here is a general outline of the steps you should follow upon acquiring a task:

1. **Read the instructions:** Pay close attention to any project-specific instructions and examples if provided.
2. **Fill out the task:** Assign ratings to result blocks, provide comments, answer questions, etc. (as applicable).
3. **Check your work:** Verify that you entered your ratings as intended. Additionally, make sure that you provided a response to all required questions.
4. **Submit the task:** Click the "Submit" button at the end of the page to submit the task and continue rating. Alternatively, click "Submit and Stop Rating" to submit the task and return to the Evaluation Platform homepage.