Collaborative Review Tasks

The Collaborative Review Task (CRT) is an individual assignment that allows you to apply the knowledge you have learned so far in the course. The CRT assignment consists of a number of questions, sometimes based on a given scenario, that you will answer in a text box directly on the platform.

Once you have submitted your own answers to the CRT questions, you will be asked to review 2 of your peer's assignments.

There are two instances of this assignment:

- **CRT1**, due on Day 14 of the course.
- **CRT2**, due on Day 28 of the course.

You will have one week to review your peer's assignments: CRT1 Assessment due on Day 21 of the course and CRT2 Assessment due on Day 35 of the course.

In order to review your peer's work, you will be provided with a detailed grading rubric that allows you to match your classmate's answers with the statements included in the rubric. Likewise, your submitted assignment will be reviewed by two of your peers. Note that this process must remain **anonymous**; therefore, you cannot include your name in either your submission or the review of your peer's work.

If you do not submit your own CRT answers by the submission deadline, you will not be assigned peers to review.

CRT Grading

The grade for the CRT is divided into two parts: **Submission** and **Assessment**.

- **Submission grade:** It is calculated by the average of the grades that come as a result of the two peers who review your CRT.
- **Assessment grade:** You earn 15 points for each assignment that you grade. The maximum number of points is 30.

Note that the peer review **process is audited by your instructors** to ensure that the grades and feedback provided are appropriate for the assignment. Penalties are applied to students who do not grade properly or fail to provide adequate feedback (where applicable).

Check the Points Distribution table in the **Course Syllabus** to view the points and grades earned upon completion of Collaborative Review Tasks.

Tips and Recommendations

Completing your assignment

- Take time to thoroughly review the lesson notes and the required readings before completing the assignment.
- Read the CRT questions carefully and be specific in your answers.
- Be clear and concise to allow your reviewer to understand whether you properly addressed the question..
- Use a spellchecker separate from the platform.

Assessing your peers' submissions

- Carefully read each one of the options given in the detailed grading rubric. As a reviewer, your job is to match the statements included in the provided grading rubric with the arguments presented in your peer's answers and to select the available 'Yes', 'Somewhat', or 'No' options accordingly. *This is not an evaluation of your personal knowledge.*
- If you discover unknown/unfamiliar concepts, make sure to read the lesson notes and the required readings again or investigate independently by consulting other referenced materials and resources before assessing your peer. Keep in mind that **this is an additional learning opportunity for you.**
- The grading rubric may include incorrect statements (you may or may not identify them). It is okay to select "Yes" to an incorrect statement in the rubric only if that is what your peer wrote in their answer.
- If you believe that a portion of your peer's response:
  - Matches a statement in the grading rubric although it is not using the exact same words, then select the '**Yes**' option;
  - Only partially reflects a statement in the grading rubric, then select the '**Somewhat**' option.
- With regards to the statement in the rubric: "Your peer wrote another correct answer but it's not included in this rubric", if a portion of your peer's answer is correct but not included in the statements of the grading rubric, make sure that you select '**Yes**' or '**Somewhat**'. This will allow for your peer's response to be fully evaluated and to earn the appropriate amount of points.
- Read through the course discussion forums and/or ask questions that may help you to further understand the topic before you assess it.
- Be fair and considerate as you evaluate your fellow peer's submission.

Providing Feedback

In some cases (for certain type of questions only), you may be requested to provide feedback on your peer's submission. In this case:

- Provide constructive feedback that your peers can use to improve their next submission
- **Do not** limit your feedback to one word (such as Good, Well done, Excellent). Rather, expand your feedback to provide evidence, examples, and suggestions for improvements.
- Be kind, fair, and polite. **Your feedback is meant to be helpful, actionable, and encouraging for your peers and a learning opportunity for yourself.**