A quick user's guide to using Semant to mark your blackboard tests

Matthew Davis, 21/10/2016.

Semant allows you to quickly mark short answer blackboard tests (we assume you know how to set these). This sheet explains how to configure and use Semant for marking them, and returning grades to blackboard.

1. Link Semant to your blackboard course.

You only need to do this once. Firstly, you need to find out your blackboard course ID. Go to http://learn.uq.edu.au. Select the course for which you wish to use Semant, which will take you to the course front page. The URL in the address bar of your web browser looks like this:

https://learn.uq.edu.au/webapps/blackboard/execute/announcement?method=search&context=course&**course_id=_34896**_1&handle=cp_announcements&mode=cpview

You need the to identify the course ID: in this example **34896**. On the blackboard course menu, click the "+" on the top left, and select "Web link". Enter

> Name: "Semant sync"
> URL: https://learn.uq.edu.au/uqbin/gcdata/list/semant/**34896**

where you have instead appended **your** course ID to the end of this hyperlink: here it is **34896.** Don't make it available to users: this is only for course instructors. Click on this link in the purple menu on the left whenever you want to start marking a test. If you can't see the link, try turning Edit Mode on (top right of Blackboard page).

2. Synchronise a test.

Click on the "Semant sync" link that you just created, and choose the test that you want to mark. You need to do this every time there is a test with new responses. This imports that test into the Semant database, and takes you to the Semant "Assessment" screen. Click on the name of the test you want to mark, and choose "Create New List". Select the questions you wish to mark right now (probably all of them), select a default **total** mark for the test, and then click "Save List." You can now move to the top left and choose "Start Marking Students".

3. Marking a test.

- By pressing right arrow, you award the default mark to the current student, and move to the next student.
- If you want to increase/decrease the mark, use the up/down arrows before pressing right arrow.
- You can go back by using left arrow.
- Semant will show you the first unmarked student by default. You can progress to the next unmarked student by pressing "Ctrl + right arrow". This is useful if you resync and have a mix of marked and unmarked tests.
- You can disable marking by pressing the "lock" button. In the "Page Settings" you can choose to display student information (names, photos if uploaded) rather than leave it anonymous.
- You can change the default ordering of students on the top right of the screen.
- If you click "Send Email" you can quickly send a personal reply to a student, with a carbon copy to yourself. (Students love this direct feedback!) The "Feedback History" shows you the number of times you have written to that student – clicking on it allows you to see a history of these past emails.
- Once you have finished marking, click on "Review and Export Marks". You can then see all the marks. At the bottom of the screen, choose "Export Marks" which has two options:
    - "Export CSV" – downloads a csv file you can upload into Grade Center via the "Work Offline" button.
    - "To Grade Center" – directly uploads the marks to Grade Center (**but you must first add "nk_gcdata" to the course as a Teaching Assistant**).

4. Analyse a test (brief example).

- Choose 'Analyse' from the top menu and, if necessary, select the assessment item from the drop-down list.
- Click 'Analyse' against the question.
- Select 'View Full Themes' (middle left), then 'View Responses' to see answers that match each them.

5. If you need further help

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Ref: Drinkwater et al., 2014, Teaching & Learning Inquiry, **2**, 75-90 at https://www.smp.uq.edu.au/node/2049