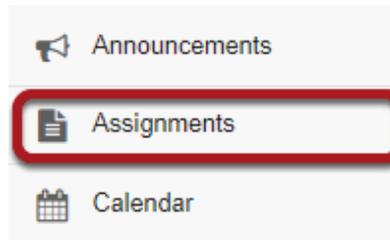# How do students complete a peer assessment assignment?

Go to Assignments tool in the relevant site.

Select the Assignments tool from the Tool Menu in your site.

Submit your assignment.

If your assignment has a peer review component, the Peer Assessment for the assignment will appear immediately beneath the assignment title in the list. However, you must submit your own assignment before you can complete your peer review(s) for other students.

Click on the assignment title to submit your work. (Refer to FAQ *How do students submit an assignment?/Submitting an assignment* for instructions.)

Select a student submission to review.

Assignment List

Select an assignment to view details, start working or edit your previous work.

Viewing 1 - 2 of 2 items

|< | < | Show 200 items... ▼ | > | >|

Assignment Title	Status	Open	Due
Assignment 1	Not Started	Feb 13, 2018 12:00 PM	Feb 20, 2018 5:00 PM
Peer Review Assignment	Submitted Feb 13, 2018 2:14 PM	Feb 10, 2018 12:00 PM	Feb 13, 2018 2:20 PM
▶ **Peer Review Assignment** *Peer Assessment - Students assess each other*	Not started	Feb 13, 2018 2:20 PM	Feb 13, 2018 2:30 PM
Student 1	Not started		
Student 2	Not started		

Once you have submitted your own assignment, the Peer Assessment information will display.

Click on a student in the list to select that submission for review. You will not see the other students' names, only Student 1, Student 2, etc. Peer reviews are anonymous.

Note: The Open date begins after the due date for the assignment. The Due date is the deadline for completing your peer assessment.

Review your peer's submission.

1. You will see the Instructions for the Reviewers provided by the lecturer.
2. The student Assignment Submission will display. Depending on the assignment settings, you may see your peer's submission in-line and/or as a file attachment(s).
3. Enter your grade for the peer review.
4. Enter your feedback into the Reviewer Comments area using the RichTextEditor.
5. Click Browse to add an attachment containing additional feedback. (Optional)
6. Click Submit to submit your peer review.

View submitted peer assessments.

Assignment List

Select an assignment to view details, start working or edit your previous work.

Viewing 1 - 2 of 2 items

|< < Show 200 items... ▼ > >|

Assignment Title	Status	Open	Due
Assignment 1	Not Started	Feb 13, 2018 12:00 PM	**Feb 20, 2018 5:00 PM**
Peer Review Assignment	Submitted Feb 13, 2018 2:14 PM	Feb 10, 2018 12:00 PM	**Feb 13, 2018 2:20 PM**
▶ **Peer Review Assignment** *Peer Assessment - Students assess each other*	Incomplete	Feb 13, 2018 2:20 PM	Feb 13, 2018 2:30 PM
Student 1 ✅	Submitted		
Student 2	Not started		

Once you have submitted your review, the status for that student submission will change to Submitted and a green check mark will appear next to the student in the list.

Repeat the steps above to submit additional reviews. (Optional)

If your lecturer has specified more than one review per student, repeat the process above to submit the number of peer assessments required.