

5. HOW TO POST from Entering the Subject to Entering the Feedback (CAUTION: Grade Issue)

This heading and the prior one are covered in the rubric to show you about points. The prior heading covers WHAT TO POST. **TIP:** Keep these directions **open** when you do the tasks. **CAUTION:** All of these actions are part of the grade.

<p>Subject Line of Your Post- This is part of the grade.</p>	<ol style="list-style-type: none"> 1. Click on the paper posted by a student. (Choose 1 that has not been reviewed or a least has only 1 review.) 2. CAUTION: Click Quote to create a reply that has the student’s project in the message area. TIP: On the left you see a Reply button (ignore it) and, then to the right of it, a Quote button. Click the Quote button. 3. CAUTION: Change the Subject Line to this: <i>Your Name – My Feedback to Help Your Content and Evidence</i> <p>Example: if your name is Ana Joy, your Subject Line is Ana Joy– My Feedback to Help Your Content and Evidence</p> <p>TIP: the purpose of that subject line is help you focus on what matters for your grade and to remember to be kind. CAUTION: Your feedback is:</p> <ul style="list-style-type: none"> • about plagiarism-checking and fact-checking content and evidence • not about grammar or punctuation or your view of good writing
<p>How to show the student clearly</p>	<ol style="list-style-type: none"> 4. In the student’s paper, insert your feedback at the spot where you want to give feedback by: <ul style="list-style-type: none"> • Making a blank line by pressing Enter two times and move down to that 2nd line. • Typing an opening square bracket [and then your feedback and then a closing square bracket] < with the bracket enlarged so you can recognize it 5. Make another blank line by pressing Enter two times. TIP: This to make sure the correction is separate.
<p>Example of How the Spacing Looks</p>	<p>If your colleague in the class cited page 30 for a statement, but you found that fact on 29, you could write just below the citation for page 30</p> <p>[Page should be 29.]</p> <p>Notice your spacing under your comment in []. Your colleague’s next words from the paper are here.</p>

Examples of Errors That Students Frequently Need to Point Out

<p>If the Subject is Incorrect</p>	<p>If your colleague in the class did not do the required change to the Subject line, you could write at the top of the message box [Your Subject is incorrect.]</p>
<p>If a page number is incorrect</p>	<p>If your colleague in the class cited page 611 for a statement, but you found that fact on 311, you could write just below the citation for page. [Page should be 311.]</p>
<p>If words are “Half-Copy” Plagiarism</p>	<p>If your colleague in the class used many words from a source without correctly using “ ”, you may do this:</p> <ol style="list-style-type: none"> 1. Press Enter two times. 2. Copy at that spot the sentence that is heavily “half-copy” plagiarized. 3. Looking carefully at the source and the copied sentence that your colleague wrote, highlight the words that are exactly like the source. (See the example below.) 4. Below the copied sentence, write [light red indicates “half-copy” plagiarized]

<p>Before 1660 a man named Anthony Johnson arrived in Virginia. He came from Africa in 1621 and went to work at a Tobacco Plantation. Records state that it wasn't clear if he was a slave or indentured</p> <p>Before 1660 a man named Anthony Johnson arrived in Virginia. He came from Africa in 1621 and went to work at a Tobacco Plantation. Records state that it wasn't clear if he was a slave or indentured [light red indicates "half-copy" plagiarized]</p> <p>Notice your spacing under your comment in []. Your colleague's next words from the paper are here.</p>
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6. How to Choose the 2 Peoples' Papers to Fact Check? (CAUTION: Max Responses to 1 student's post = 2)
You are not reading an English paper. You are examining carefulness in meeting requirements, facts for truth, citation for correctness, and language for plagiarism and "half-copy" plagiarism.

CAUTION: Choose quickly because the maximum number of countable replies to one person's post is 2. If you post after a second person has already posted, yours will not be counted and you will have to do another.

TIP 1: For how your prof would do this in normal times, see the last heading.

TIP 2: What your prof would do if I were you in this current situation:

1. I would read carefully the rest of this link.
2. I would choose 2 or 3 people where I saw obvious errors so you can help the other person, such as:
 - Incorrect Subject line at the top
 - Not doing the requirements, such as no citations and no primary sources or textbook pages or videos
 - Contrary to instructions, provided a title and the typical 4 line English paper heading at the top of their post and/or provided a list of work cited at the bottom of the post. TIP: Neither are things you are to do with this project.
3. If you know how, I would copy and paste those 2 or 3 people's papers into separate files and I'd work on the easiest one first. Why? So you can post before someone else fact-checks or plagiarism-checks that paper.
4. I'd identify at least 3 useful things that they should change in the weakest paper and that I was positive I was right about. I'd post quickly.

7. How Would Your Prof Do This If We Were Not In a Pandemic?

Use part of the same method that you should have used with your own paper:

1. Print the other student's paper and proof it. To proof means to compare side by side your paper and your source to be sure page numbers and facts and names and quotations and everything is correct.
2. Mark anything that may be incorrect that you need to include in your Fact-Checking or Plagiarism-Checking
3. Compare side by side the paper and the sources.
4. To communicate to the student:
 - a. Use the exact yellow words in the 4th heading WHAT TO POST.
 - b. Use the steps to post in 5th heading HOW TO POST.

When you are sure you are accurate, return to the discussion. TIP: If you do not know how to reply in a discussion, use Blackboard's instructions. You can find Blackboard videos in a folder in Useful Web Links at the bottom of the Course Menu.