

Anonymous Marking Web Assessment Update Manual

Introduction

This document is a user guide to the anonymous marking **Continuous Assessment** update
Via the **Web**

Important Note

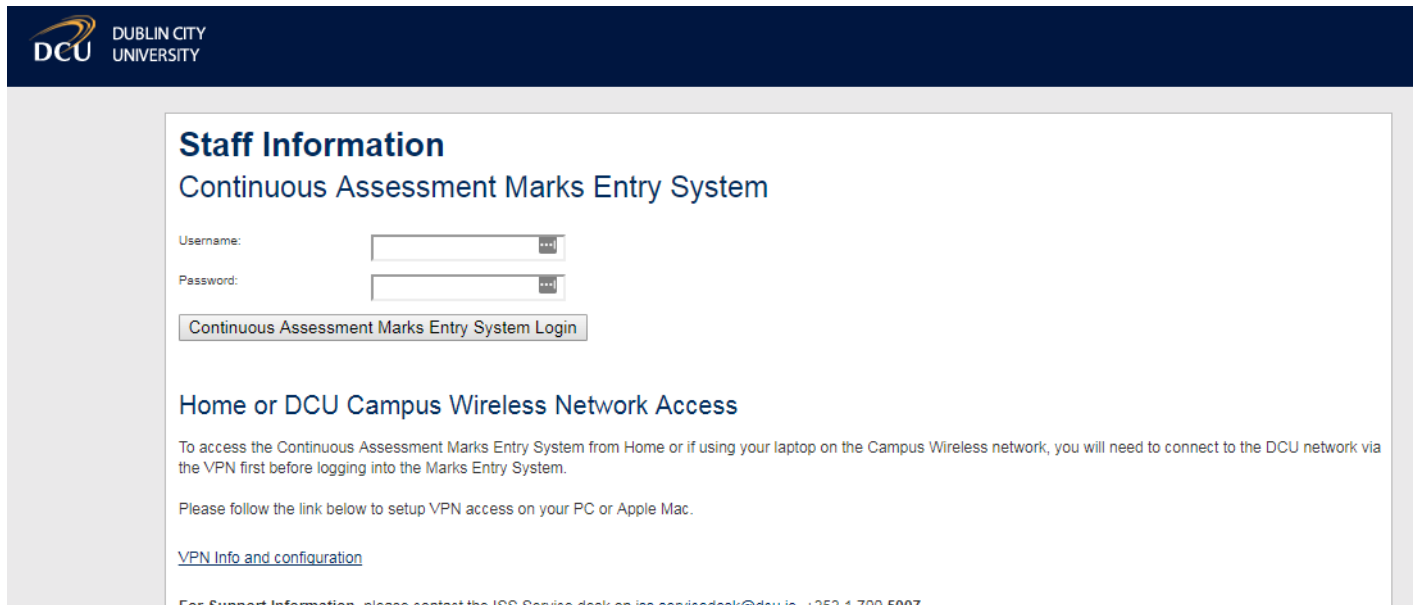
External entry is available via a VPN connection only

Logon

This application is accessed via the web (preferably Internet Explorer). It can be accessed by the logging onto the Anonymous Marking web page:

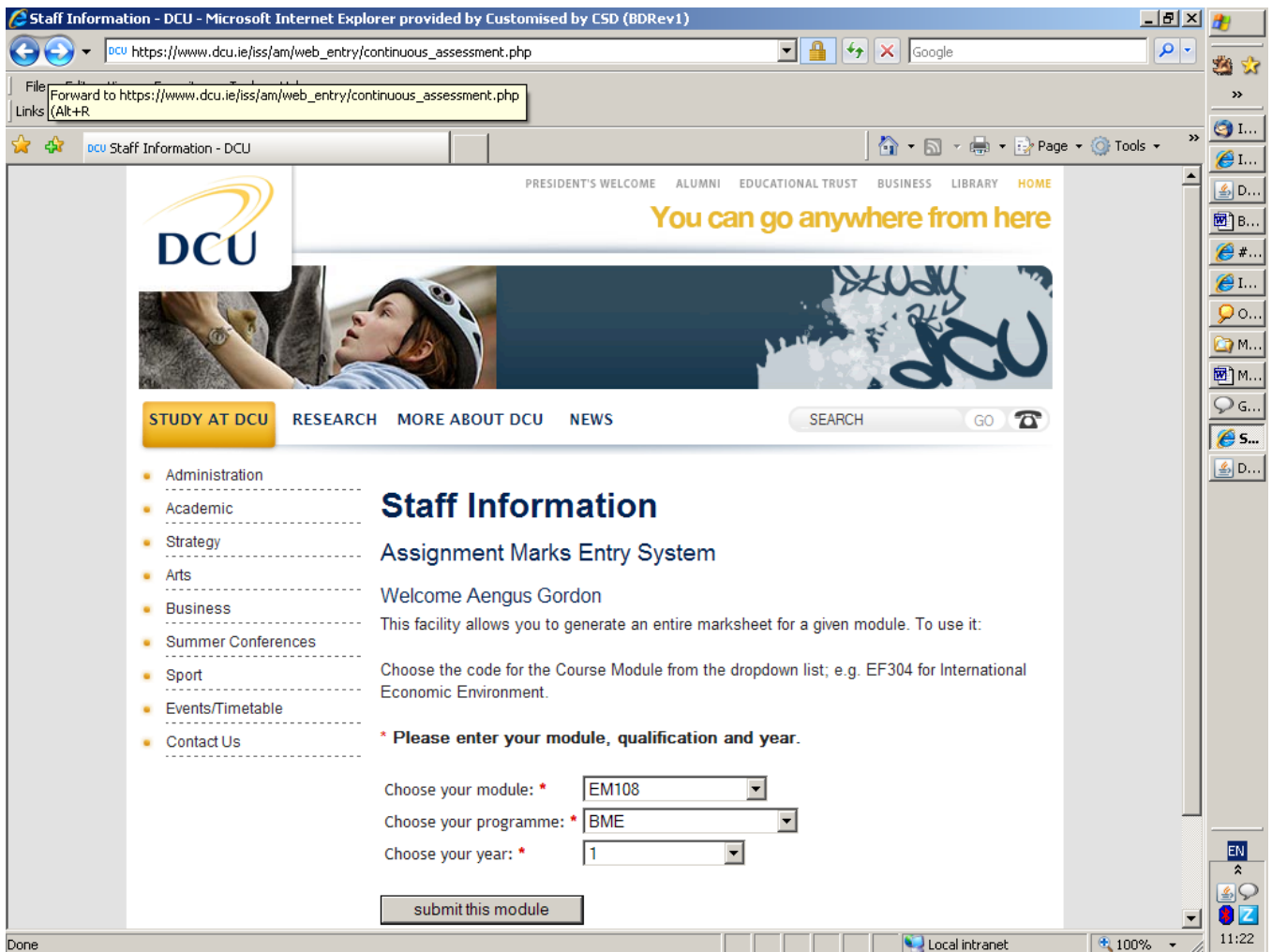
<http://www.dcu.ie/iss/am/index.shtml>

Logon is by your AD username and password.



The screenshot shows the DCU logo and name in the top left corner. The main content area is titled "Staff Information" and "Continuous Assessment Marks Entry System". It features a login form with "Username:" and "Password:" labels, each followed by a text input field with a small "..." icon on the right. Below the form is a button labeled "Continuous Assessment Marks Entry System Login". Underneath the login form, there is a section titled "Home or DCU Campus Wireless Network Access" with explanatory text and a link to "VPN Info and configuration". At the bottom, there is a line of text: "For Support Information, please contact the ISS Service desk on iss.servicedesk@dcu.ie +353 1 700 5007".

Operation



This screen has a drop down menu for module, qualification and year.

Select The Following

Module (drop down Menu) **(if your module is not displayed, contact your Faculty)**

Programme (drop down Menu)

Year (drop down Menu)

Name of qualification, year, module & exam month.

(p1) Qualification: BME - BEng Manufacturing Engineering & Business Period of Study: 1 Module: EM108 Software Development for Engineers Exam Month: 5 Continuous Assessment Weight: 50% Examination Weight: 50%

ID No.	Name	Final Cont. Assmt Mark out of 100%	Did not submit work	Comments
59498206	Bourke, Ken		<input type="checkbox"/>	
59587152	Donegan, James		<input type="checkbox"/>	
59581910	Higgins, Emmet Sean		<input type="checkbox"/>	
59469885	Parker, Richard		<input type="checkbox"/>	
59017810	Smith, Gary Simon		<input type="checkbox"/>	

Save this mark sheet

Do you wish to commit this mark sheet to the database. Committing will make the mark sheet unavailable for further changes.

* Previous Continuous Assessment mark exists.

Notes

1. The student is identified by their Student number & name.
2. All Marks are ** must ** be out of 100%.
3. Absent students are indicated by Did not submit flag.
4. Freehand comments can be added in comments Field
5. Marks are the total for all continuous assessments for a subject.

Example

Assessment marks (total out of 100%) are entered into the “Final Cont. Assmt Mark” field.
Notes

(p1) Qualification: BME - BEng Manufacturing Engineering & Business Period of Study: 1 Module: EM108
Software Development for Engineers Exam Month: 5
Continuous Assessment Weight: 50% Examination Weight: 50%

ID No.	Name	Final Cont. Assmt Mark out of 100%	Did not submit work	Comments
59498206	Bourke, Ken	74	<input type="checkbox"/>	
59587152	Donegan, James		<input checked="" type="checkbox"/>	
59581910	Higgins, Emmet Sean	36	<input type="checkbox"/>	Missed Assignment 1
59469885	Parker, Richard	98	<input type="checkbox"/>	
59017810	Smith, Gary Simon	52	<input type="checkbox"/>	

Save this mark sheet

Do you wish to commit this mark sheet to the database. Committing will make the mark sheet unavailable for further changes.

* Previous Continuous Assessment mark exists.

Notes

1. Marks that are entered can be saved and returned to at a later stage by pressing the ‘Save this Mark Sheet’
2. The remaining marks can be entered by logging onto the system again.
3. This process of saving may be completed as often as necessary.

https://www.dcu.ie/iss/am/web_entry/continuous_assessment.php - Microsoft Internet Explorer provided by Customised by CSD (BDRe)

dcu https://www.dcu.ie/iss/am/web_entry/continuous_assessment.php

File Edit View Favorites Tools Help
Links Customize Links

dcu https://www.dcu.ie/iss/am/web_entry/continuous_as...

(p1) Qualification: BME - BEng Manufacturing Engineering & Business **Period of Study:** 1 **Module:** EM108
Software Development for Engineers Exam Month: 5
Continuous Assessment Weight: 50% **Examination Weight:** 50%

ID No.	Name	Final Cont. Assmt Mark out of 100%	Did not submit work	Comments
59498206	Bourke, Ken	74	<input type="checkbox"/>	
59587152	Donegan, James		<input checked="" type="checkbox"/>	
59581910	Higgins, Emmet Sean	36	<input type="checkbox"/>	Missed Assignment 1
59469885	Parker, Richard	98	<input type="checkbox"/>	
59017810	Smith, Gary Simon	52	<input type="checkbox"/>	

Save this mark sheet

Do you wish to commit this mark sheet to the database. Committing will make the mark sheet unavailable for further changes.

* Previous Continuous Assessment mark exists.

Done Local intranet 100% 11:33

When all the results have been entered and the user is satisfied that they are complete the commit flag is ticked.

The 'Save this mark sheet' button is pressed.

The above message is displayed.

To complete the commit press the 'Continue to commit this record' button.

The mark sheet can either be printed out or can be saved by using the 'save as' option under the file button.

A statistical report can be generated by pressing on the 'generate report on this module' button. This report must be run prior to committing.

Note

Once the records have been committed the examiner cannot access the record through this system again.

The full results will be only be available on the staff members Portal Page when the faculty staff commit the both the Exam and CA results.