

Using Perusall

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Learning Objectives

Participants will be able to...

- Describe what Perusall can do
- Experience Perusall as a student
- Create a new assignment
- Review the grading setup
- Describe strengths and limitations of Perusall

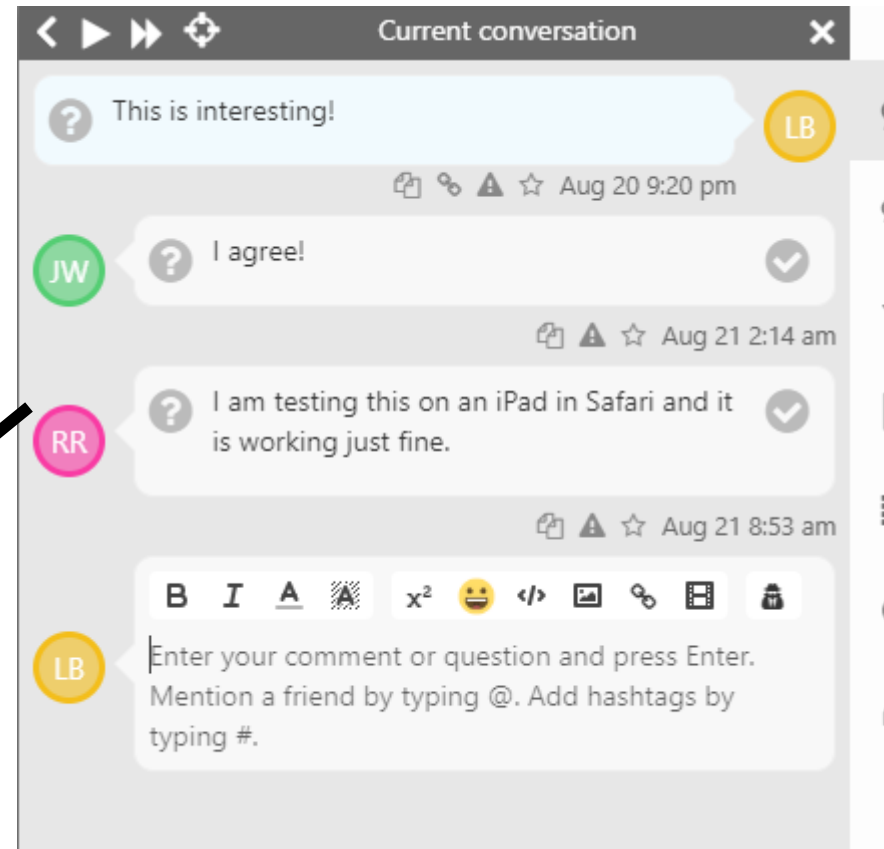
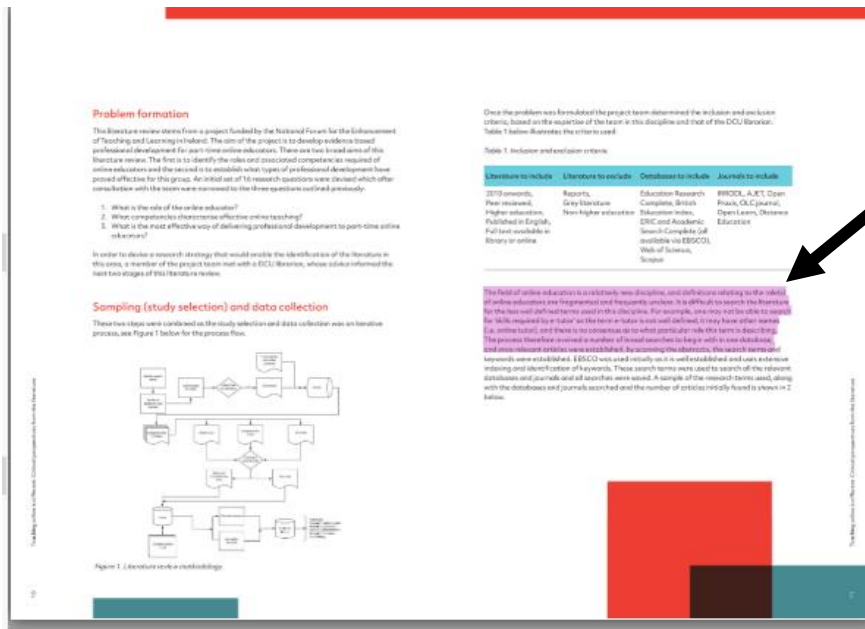


WHAT IS PERUSALL



Perusall is...

- Annotation tool
- Conversation Space



Use Cases for Annotation

- Course Readings
 - Uploaded Documents
 - Digital Textbooks (Caution: Access)
- Course Documents
- Peer Review (including student uploads)
- Images and Diagrams
- Video and Audio Files
 - Uploaded Files
 - Certain Unrestricted Online Videos and Podcasts
- Webpage Snapshots



Menu Options

Perusall Test Co... ✕

- ← My Courses
- 🏠 Course home
- ⚙️ Settings
- 📅 Gradebook**
- 👁️ Student view
- 📧 Notifications
- 🖋️ Notes
- 📅 Add to my calendar

Readings

Library
Teaching-online-is-differe...

- Getting_Started_with_C...
- Getting_Started_with_G...
- QM-Higher-Ed-Sixth-E...

Assignments
Aug 24: Teaching-online-i...

Chats ?

Groups +

- 📣 Announcements
- General discussion

One-on-One +

Hashtags + ?

- #grades
- #lecture
- #logistics
- #section

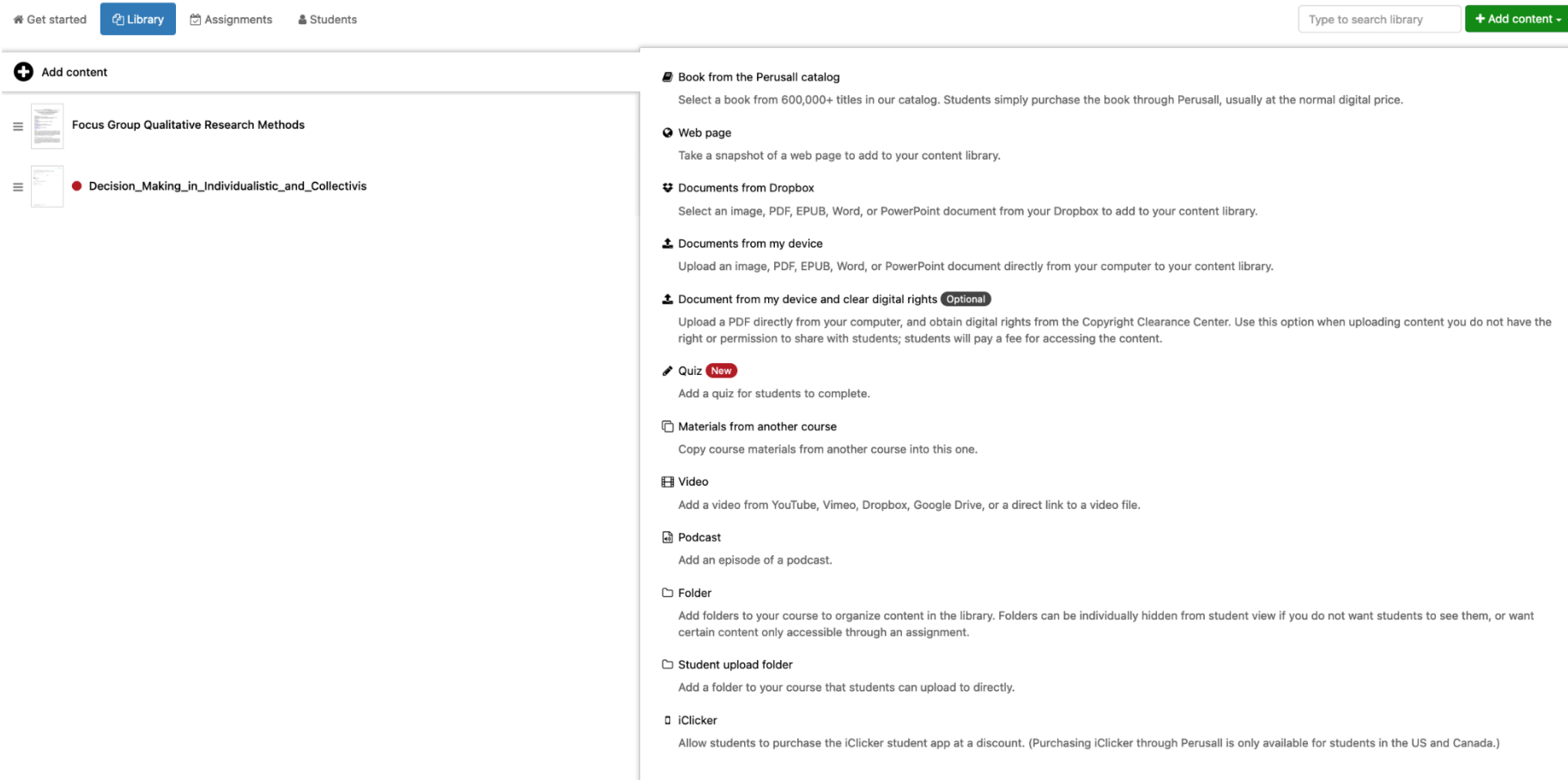
Recommended Reading

<https://support.perusall.com/hc/en-us/categories/360002157414-Instructors>

<https://support.perusall.com/hc/en-us/sections/360005183594-Scoring-and-grades>



Build a Library



Build a Library

Book from the Perusall catalog

Select a book from 600,000+ titles in our catalog. Students simply purchase the book through Perusall, usually at the normal digital price.

Web page

Take a snapshot of a web page to add to your content library.

Documents from Dropbox

Select an image, PDF, EPUB, Word, or PowerPoint document from your Dropbox to add to your content library.

Documents from my device

Upload an image, PDF, EPUB, Word, or PowerPoint document directly from your computer to your content library.

Document from my device and clear digital rights **Optional**

Upload a PDF directly from your computer, and obtain digital rights from the Copyright Clearance Center. Use this option when uploading content you do not have the right or permission to share with students; students will pay a fee for accessing the content.

Quiz **New**

Add a quiz for students to complete.



Build a Library

Materials from another course

Copy course materials from another course into this one.

Video

Add a video from YouTube, Vimeo, Dropbox, Google Drive, or a direct link to a video file.

Podcast

Add an episode of a podcast.

Folder

Add folders to your course to organize content in the library. Folders can be individually hidden from student view if you do not want students to see them, or want certain content only accessible through an assignment.

Student upload folder

Add a folder to your course that students can upload to directly.

iClicker

Allow students to purchase the iClicker student app at a discount. (Purchasing iClicker through Perusall is only available for students in the US and Canada.)



Build an Assignment

[Get started](#) [Library](#) [Assignments](#) [Students](#) [+ Add assignment](#) [Edit deadlines](#) [Download](#)

Due Thu Jun 30, 2022 9:57 am EDT

Focus Group Research Methods

Focus Group Research Methods

Due Thu Jun 30, 2022 9:57 am EDT

read through and annotate

Open

Edit

Duplicate

Extended deadlines

Copy full title for LMS

Delete

Analytics

Grade assignment

Confusion report

All comments

Overall assignment progress

100%

Completed with maximum score (0%)

Completed but not maximum score (0%)

Some work submitted (0%)

No work submitted (100.0%)

The logo of the University of Rochester, featuring a shield with a book and a torch, and the word "UNIVERSITY" above it.

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Experience

- Login to Blackboard
- Under Continuous Courses find
 - Perusall Workshop – April 2021
- Click to Enter

○ Perusall Test Course
○ Perusall Workshop - April 2021
○ PHS.template

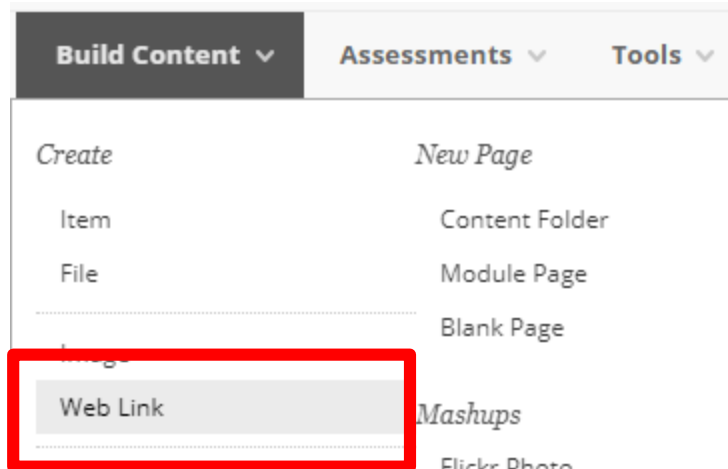
Test.Perusall
TRAIN.Perusall.April2021
phs.template



SETTING UP YOUR PERUSALL “COURSE”



Build Content – Web Link



Perusall Instructions: University IT
<https://tech.rochester.edu/perusall/>



Provide Link Name and URL

WEB LINK INFORMATION

* Name

Perusall Course Home (Instructor Access)

* URL

https://app.perusall.com/lti/launch

For example, <http://www.myschool.edu/>

☒ This link is to a Tool Provider. [What's a Tool Provider?](#)

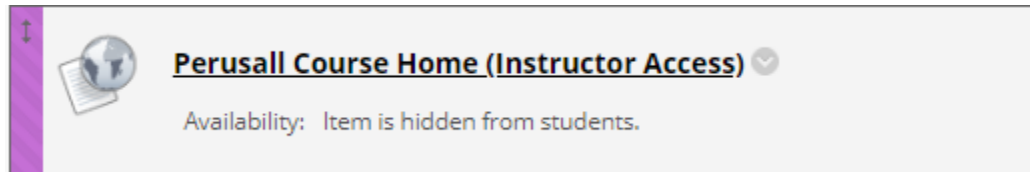
Enable Evaluation ☐ Yes ☒ No

STANDARD OPTIONS

Permit Users to View this Content ☐ Yes ☒ No



Initialize Course with Perusall



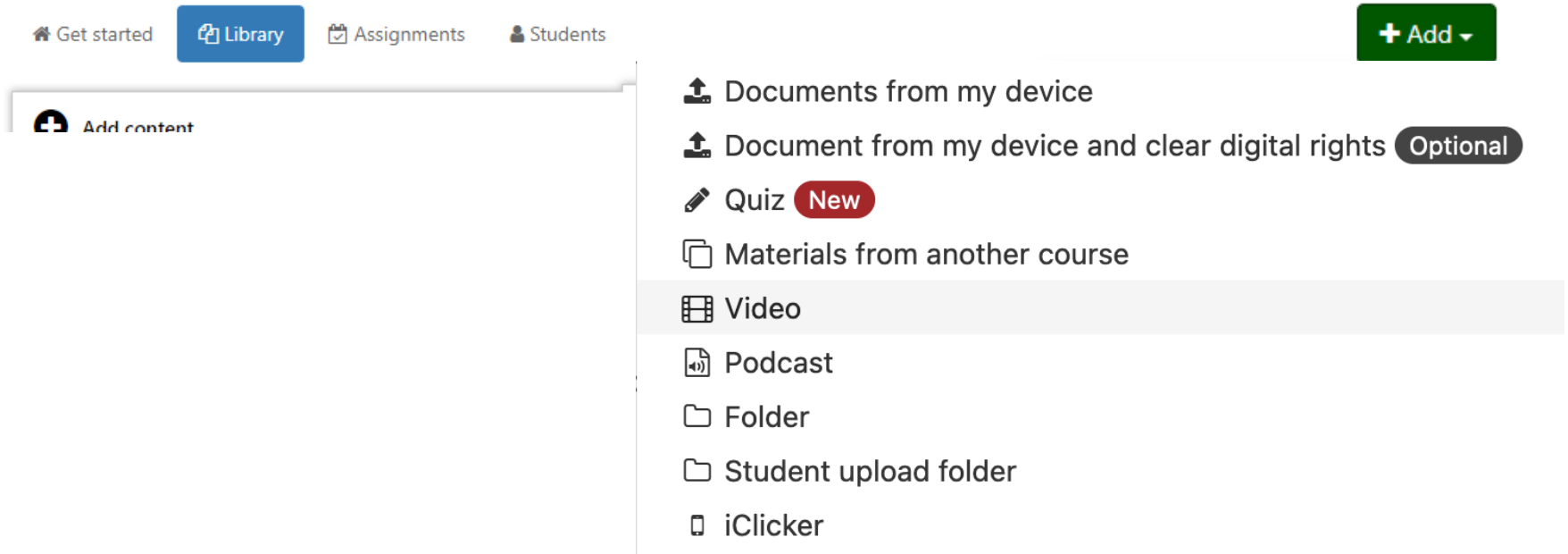
Click the link created
Will create your account
Will create course space



CREATE A NEW ASSIGNMENT



Upload / Add Content



The screenshot displays the 'Add content' interface in a learning management system. At the top, there is a navigation bar with links for 'Get started', 'Library', 'Assignments', and 'Students'. A green '+ Add' button is located in the top right corner. Below the navigation bar, a sidebar on the left contains a search bar and an 'Add content' button. The main area on the right lists various content types for upload: 'Documents from my device', 'Document from my device and clear digital rights' (marked as 'Optional'), 'Quiz' (marked as 'New'), 'Materials from another course', 'Video' (highlighted with a grey background), 'Podcast', 'Folder', 'Student upload folder', and 'iClicker'.

Get started Library Assignments Students

+ Add

Add content

- Documents from my device
- Document from my device and clear digital rights Optional
- Quiz New
- Materials from another course
- Video
- Podcast
- Folder
- Student upload folder
- iClicker



Create an Assignment and Select Content



Create an Assignment and Select Content

Add assignment ×

Content Options Scoring

+ Add another part - Remove this part

≡ Part 1: Media-Society-Culture-and-You-1539701744

Content to assign

Media-Society-Culture-and-You-1539701744

Range to assign

- Focus Group Qualitative Research Methods
- Decision_Making_in_Individualistic_and_Collectivis
- Media-Society-Culture-and-You-1539701744**

Media, Society, Culture and You (2 pages)

Contents (2 pages)

Media, Society, Culture and You (12 pages)

< Previous step Next step > Save changes Cancel



Create an Assignment and Select Content

Add assignment

Content

Options

Scoring

+ Add another part

- Remove this part

≡ Part 1: Media-Society-Culture-and-You-1539701744

Content to assign

Media-Society-Culture-and-You-1539701744

Range to assign

Assign all content

Assign from table of contents

Assign page ranges

Enter a page range or click to select a range. (Click to select the first page in the range and then click again to select the last page in the range.)

Reset selection

Assign page to page

MEDIA, SOCIETY, CULTURE AND YOU

MEDIA, SOCIETY, CULTURE AND YOU

MEDIA, SOCIETY, CULTURE AND YOU

AN INTRODUCTORY MASS COMMUNICATION TEXT

MARK POPEL

< Previous step

Next step >

Save changes

Cancel



Set Due Date, Assignment Name, and Options

Add assignment

Content

Options

Scoring

Submission deadline *



Students can annotate for full credit until this deadline. Your course settings will determine whether there is a reply window for adding responses or partial credit for late work.

Assignment name

Optional. If you give the assignment a name, ensure each assignment has a unique name unless the identically-named assignments will be assigned to different students. [Learn more](#)

Instructions for students

B *I* A x^2 😊 `</>`

Optional. Add instructions for students: what they should focus on, tips for reading, etc. [Learn more](#)

Assignment is visible to students starting on



◀ Previous step

Next step ▶

Save changes






Cancel



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Set Assignment Options

Instructions for students

B I A  x² 😊 </>    

Read and annotate

Optional. Add instructions for students: what they should focus on, tips for reading, etc. [Learn more](#)

Assignment is visible to students starting on

Do not show the assignment to students on the course home page until this time. This overrides your course assignment availability settings set under Settings > General.

Assign to *

☒ Entire class ☐ Specific students ☐ Specific groups

☐ Assignment is fully anonymous
If checked, students will appear as anonymous when working on the assignment, and all comments will be posted anonymously. As always, nothing is anonymous to the instructor. [Learn more](#)

☐ Assignment is optional
If checked, the assignment will display as optional for students, and scores will not be calculated or displayed in the gradebook.

☐ Do not remind students to complete this assignment
If checked, students that have not completed the assignment will not receive reminders by email suggesting they complete it.



Quiz

Add quiz



Questions

Settings

+ Add question

- Remove question

Question 1 Multiple-choice
New question

Prompt

B I A x² 😊 </>

Question format *

Multiple-choice

Answer choices

+ Add

Answer explanation

B I A x² 😊 </>

Students will be able to see the correct answers and answer explanation within the quiz once you have assigned the quiz and the deadline has passed.

Question format *

Multiple-choice

Multiple-choice

Numeric entry

Short answer

Essay

Save changes

Cancel



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Quiz

Add quiz



Questions

Settings

Name *

Instructions

B *I* A x^2 😊 `</>`

☒ Only award credit for questions answered correctly

If checked, students only receive credit for questions answered correctly. If unchecked, students receive credit for any response.

☐ Provide students with immediate feedback

If checked, students will be provided with the correct answer immediately after submitting their response. (As a result, students will not be able to change a response once they have submitted it.) If unchecked, students will not receive feedback on their answers until after the assignment deadline has passed.

Save changes

Cancel



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SETTINGS FOR GRADING



Grading Considerations

- Many, many setting options
 - Pro: extremely flexible
 - Con: instructor learning curve
- Defaults unlikely to work well, although new presets help
- Significant digital divide penalties for certain settings
- Grade passback to Blackboard once set up
- Manual overrides possible, including for past settings



Turning Off Grading

General

Access

Grouping

Scoring

Advanced

Analytics *

Automatic grading and engagement analytics

Perusall will provide data about student engagement for your review, and assignments will be graded automatically. You can always override automatically-assigned grades and decide when they are displayed to students.

Manual grading and engagement analytics

Perusall will provide data about student engagement for your review. Assignments will not be graded automatically, but you can review student engagement data and manually assign scores to students' assignment submissions.

Disable grading, but provide engagement analytics

Perusall will provide data about student engagement for your review. All assignments will be ungraded and the gradebook will be disabled.

Disable all analytics

Perusall will not provide data about student engagement. All assignments will be ungraded and the gradebook will be disabled.

Availability period of assignments

allow students to see each assignment as soon as it has been created

When should students see each assignment? Before this time, students will not see the assignment listed in the assignments list on their course home page.

Annotation language *

English

Perusall's automatic grading system will grade student comments under the assumption they are written in this language. Changing this setting will not retroactively regrade comments that have already been graded.

Delete course

Don't forget to save changes



Save changes



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Course Scoring

(Can Also Set at Assignment Level)

[General](#)[Access](#)[Grouping](#)[Scoring](#)[Advanced](#)

General options

Release scores to students *

When should students be able to see their Perusall assignment scores? This setting also controls when scores are sent back to your LMS gradebook, if you have integrated Perusall with your LMS.

Assignment score range *

The lowest and highest possible score a student can earn on an assignment. Each point value must be a whole number.

Threshold score for credit

If you enter a value here, all student scores will be reported as 0 (no credit) or 1 (credit). Credit is given for scores at or higher than this threshold value, on the assignment score scale specified above. Set to 0 to indicate that submitting any work at all should result in credit for the assignment. Leave blank to disable threshold scoring.

Grade sync to LMS

Grade sync to LMS *

Perusall can automatically synchronize the gradebook with your LMS. Choose to either send individual assignment scores or each student's average score across all Perusall assignments.

Automatic scoring criteria

[Save changes](#)

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Scoring Timing: Manual vs. Automatic Passback

Release scores to students *

only after instructor manually releases them in the Gradebook

only after instructor manually releases them in the Gradebook

after the assignment deadline has passed, including any late annotation period and post-deadline reply window

after the assignment deadline has passed, but before any late annotation period or post-deadline reply window

immediately, as the student submits work

Don't forget to save changes



Save changes



Course Scoring: Automatic


Automatic scoring criteria

Perusall measures student engagement with seven metrics, each of which has a weight from 0% to 100%. A metric's weight is the maximum credit that a student can earn from it. You can customize each weight (set to 0% to ignore that metric when computing student scores) and how much engagement is needed to earn credit. Weights can add up to more than 100% to provide students with multiple ways to earn full credit. [Learn more about scoring in Perusall](#)

Your scoring weights add up to more than 100%, so students have multiple ways to earn full credit.


Reset scoring settings to a preset:

 Holistic








 Annotation content only

 Focus on reading/watching

 Focus on social engagement

 ? Focus on quizzes

Or adjust scoring manually:


Annotation content	Opening assignment	Reading to the end	Active engagement time	Getting responses	Upvoting	Quizzes
The content of the comments students post, automatically scored by Perusall's quality algorithm.	Breaking up work on the assignment into multiple sittings.	Reading the entire document.	Time spent actively engaging with the assignment.	Writing comments that elicit responses from other students.	Writing comments that are upvoted by other students, and upvoting other students' comments.	Responding to quiz questions that are part of an assignment.
60 %	20 %	20 %	10 %	20 %	20 %	0 %
 Options	 Options	 Options	 Options	 Options	 Options	 Options
Full credit						


Save changes




Course Scoring: Presets


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
 Focus on quizzes

 Holistic








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60 %	20 %	20 %	10 %	20 %	20 %	20 %
						


Full credit


Reset scoring settings to a preset:

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20 %	10 %	10 %	10 %	10 %	10 %	75 %
						

Full credit



Annotation Scoring

Students earn full credit on this metric by submitting high-quality comments.

Relative point values for each quality level *

The nominal number of points for annotations at the low, medium, and high quality levels, respectively. Adjust these if you want to give relatively more credit for e.g., a high- vs a medium- or low-quality annotation. Each point value must be a whole number.

☐ Quality scores are absolute

If checked, the point values above are on an absolute scale starting at 0; otherwise, they are relative to each other. (For example, given a scale of 3/4/5, a quality score of 4 is counted as 80% of the maximum on an absolute scale, or 50% of the maximum on a relative scale.)

Post-deadline reply window

do not allow responses for credit past the deadline

Allow students to continue to respond to existing comments and questions for full credit for this long after the deadline.

Late annotation period

do not score any late annotations

Allow students to submit comments for partial credit for this long after the deadline. Credit declines linearly; comments earn full credit at the initial deadline and no credit by the end of this late annotation period.

☒ Students cannot earn more credit (for annotations) after the deadline than they earned before it

This encourages students to complete most of the assignment before the initial deadline. This has no impact unless your course has a late annotation period or a post-deadline reply window.

Maximum penalty for responses that are not distributed evenly throughout the content *



Save changes



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Annotation Scoring

Perusall uses AI grading to rate annotation quality using standards that may not match yours. Particularly bad at rating annotations referring to other course readings.

Students earn full credit on this metric by submitting 7 high-quality comments

Relative point values for each quality level *

0 1 2

The nominal number of points for annotations at the low, medium, and high quality levels, respectively. Adjust these if you want to give relatively more credit for e.g., a high- vs a medium- or low-quality annotation. Each point value must be a whole number.

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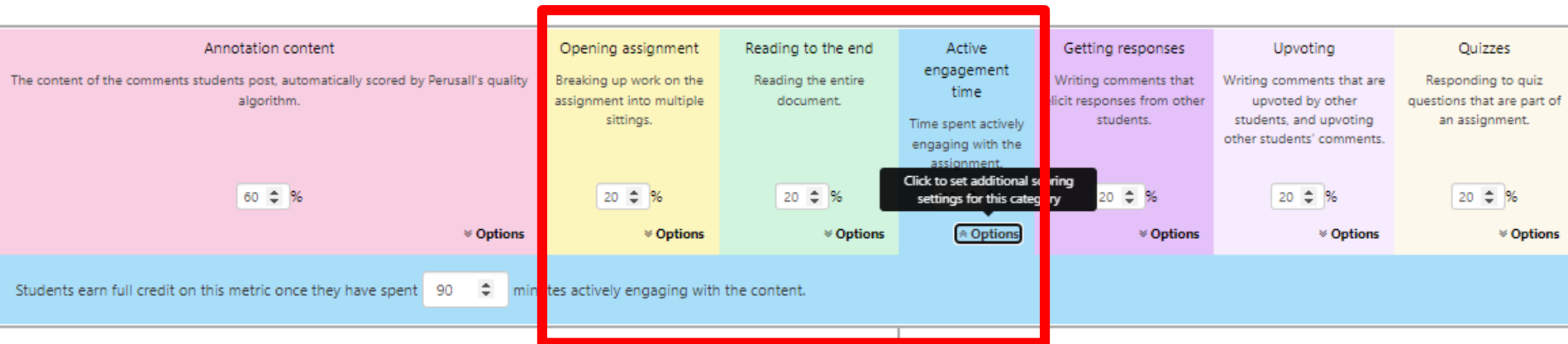
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Maximum penalty for responses that are not distributed evenly throughout the content *

0% 10% 100%



Digital Divide

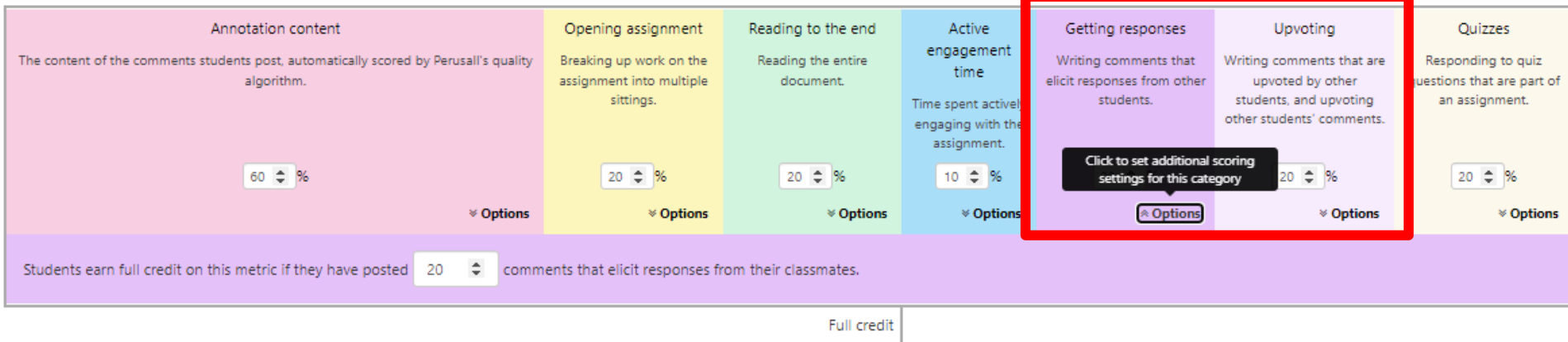


Students that print and read are disadvantaged by these options:

- Opening Assignment
- Reading to the End
- Active Engagement Time



Peer Interaction and Group Size



- Consider how many students (overall course or Perusall group) are commenting when setting these



Advanced Settings

Scoring

Advanced

Assignment score precision

0

Number of decimal places to round assignment scores.

☐ Do not enforce assignment deadlines

If checked, assignment deadlines do not affect whether student work counts towards their score; all work submitted will count as on time.

☐ Assign a score if a student completes no work

If checked, students that submit no work will receive the lowest possible assignment score after the final deadline for an assignment has passed. If unchecked, students that submit no work will have a blank in the Gradebook instead of a score.

☐ Grades synced to LMS should be a percentage based on the full score range

If checked, the percentage scores synced to your LMS will be calculated as the student's score in Perusall as a percentage of the highest possible assignment score. Otherwise, the percentage will be calculated only based on the range between the lowest and highest possible assignment score. For example, if your score range is 1-4 and the student scores a 3, then with this option checked the score sent to the LMS would be 75% (3/4); with this option unchecked the score sent to the LMS would be 67% ((3-1)/(4-1)).

☐ Allow students to download all uploaded course materials

If checked, students will be able to download all materials in the course that you have uploaded, even if you have not explicitly marked them as downloadable. This setting does not apply to textbooks that students purchase, which cannot be downloaded.

Recommended: Enable Downloading for Digital Divide Students



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Advanced Settings: Nudging

Nudging

☐ Enable assignment reminders

If checked, students that have not completed an assignment will be sent reminders before the assignment is due. (Reminders will only be sent out when the Gradebook has been enabled.)

☐ Hide from students the number of comments required for full credit

If checked, students will not be shown the number of comments required for full credit on each assignment

☒ Enable group and one-on-one chats

If checked, your course will have access to group chats where students can discuss course content together or in smaller private groups. Students and instructors can also communicate through one-on-one messages.

☐ Enable real-time student "nudges"

Nudging

If checked, students will receive periodic in-app "nudges" with intelligent suggestions on how to increase their productivity based on their engagement.

☐ Automatically rotate pages of PDFs uploaded to your course

If checked, Perusall will attempt to rotate pages of uploaded PDFs as needed to ensure that each page is oriented correctly.

☐ Allow instructor to edit any student comment by clicking on it

If checked, any instructor in the course can edit any comment by any course member.

If you don't want reminders sent, uncheck relevant boxes. This can also be done on individual assignments.



Advanced Settings: Scoring Transparency

☐ Enable assignment reminders

If checked, students that have not completed an assignment will be sent reminders before the assignment is due. (Reminders will only be sent out when the Gradebook has been enabled.)

Uncheck: Make Scoring Criteria Visible

☐ Hide from students the number of comments required for full credit

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If checked, Perusall will attempt to rotate pages of uploaded PDFs as needed to ensure that each page is oriented correctly.

☐ Allow instructor to edit any student comment by clicking on it

If checked, any instructor in the course can edit any comment by any course member.



Advanced Settings: Duplicate Comments

☐ This is a test or demonstration course

If checked, Perusall will keep this course separate for you on the home page. Course functionality will not be affected.

☒ Show avatars of active users within content

If checked, Perusall will show avatars (photos or initials) in the upper-left corner to indicate which students and instructors are currently viewing the content.

☒ Automatically flag duplicate comments as inappropriate

If checked, Perusall will automatically flag any duplicate comments (e.g. if one student copying from another, or themselves) as inappropriate, and make the duplicate comment ineligible for a score. Instructors will receive an email notification when comments are flagged.

Recommended: No Duplicate Comments

☐ Do not allow students to flag comments as inappropriate

If checked, students will not be able to flag other students' comments as inappropriate.

☐ Hide grade feedback from students

If checked, students will not be able to click on a score in their My Scores page to get feedback on their average comment quality score, number of comments posted, and distribution penalty.

☐ Include in-progress assignments in average score

If checked, students' average scores will incorporate all assignments, not just those that have passed their final deadline. (This means that early in the semester student averages will appear to be low, since zeroes for uncompleted assignments are factored into the average.)

☐ Show LMS grade sync status in gradebook

If checked, the sync status of each grade will be shown in the Perusall gradebook. A check will appear next to each score that has been synced to your LMS.



Scoring: Manual Checking

Perusall Wor... >

← My Courses

🏠 Course home

⚙️ Settings

📊 Gradebook

👁️ Student view

📧 Notifications

📝 Notes

📅 Add to my calendar

• Dell Upton, White and Black Landscapes in Eighteenth-Century Virginia → ⚙️ ⌚

Due Mon Sep 19, 2022 11:59 pm EDT

• John Michael Vlach, "The Shotgun House: An African Architectural Legacy" → ⚙️ ⌚

Due Mon Sep 19, 2022 11:59 pm EDT

9.1	9
10	10
10	8.5
10	8.6
10	7.8
10	10
7	0.1
10	3.3
10	7.2
<div></div>	
9.0	7.8

Engagement metrics

Metric

Annotation content

Opening assignment

Reading to the end

Active engagement time

Getting responses

Upvoting

Quizzes




Total

Click on any individual grade to see the grade breakdown and/or override it.



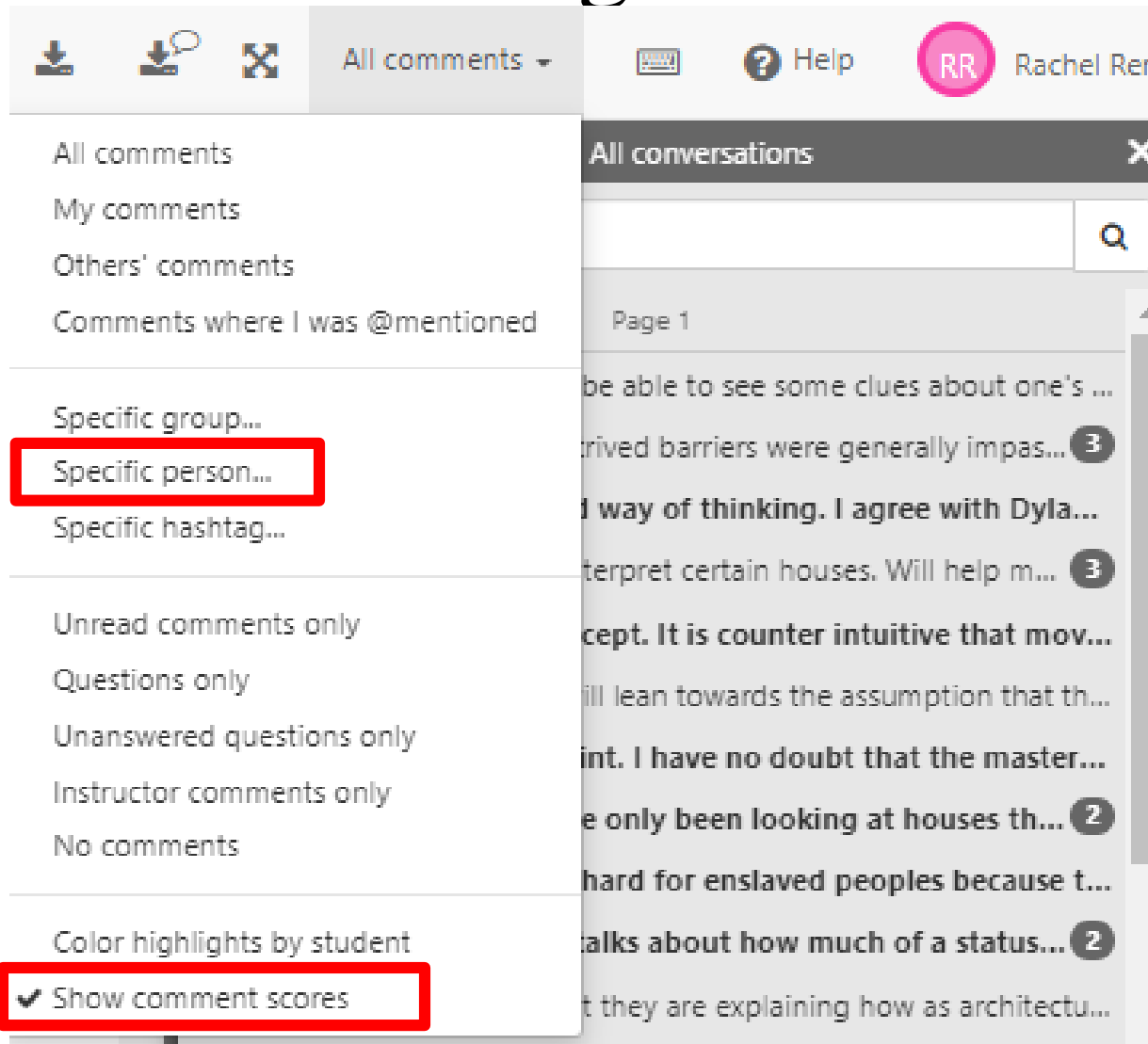
Scoring: Manual Checking

Engagement metrics

Metric	Details		Score for this metric	
Annotation content	11 comments submitted	Average quality score of best 5 comments posted before the <u>final deadline</u> : 4.40 (on a 2-5 scale) ⓘ	$\frac{4.40 - 2}{5 - 2} \times 100\%$	= 88.0% out of 100% 
Opening assignment	Opened assignment 3 times			
Reading to the end	Read 100% of content before the <u>final deadline</u>			
Active engagement time	79.70 minutes of active time			
Getting responses	7 comments that elicited a response	1/3 of max possible score for each comment before the <u>final deadline</u> that elicits a response	$7 \times \frac{1}{3} \times 30\%$	= 30.0% out of 30% 
Upvoting	2 comments that were upvoted 0 upvotes made on others' comments	1/5 of max possible score for each upvote received before the <u>final deadline</u> ; 1/10 of max possible score for each upvote given before the <u>final deadline</u>	$(2 \times \frac{1}{5} + 0 \times \frac{1}{10}) \times 15\%$	= 6.0% out of 15% 
Quizzes	0 questions answered correctly			
Total			124.0%	



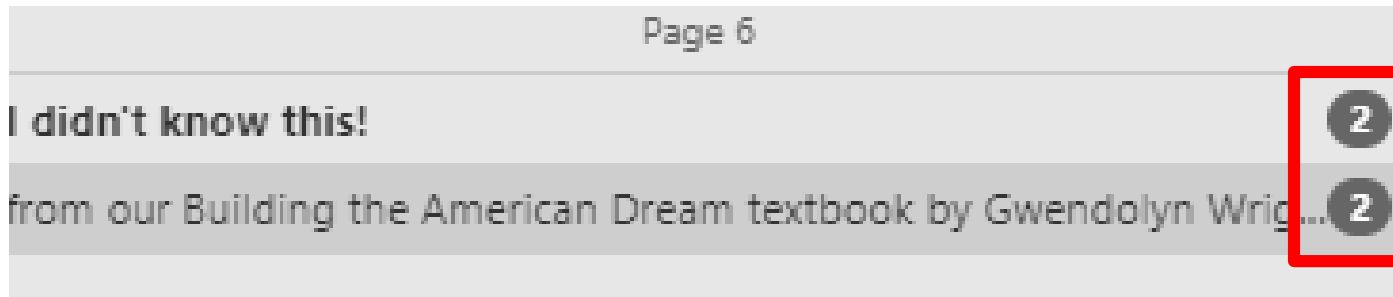
Scoring: Manual Overrides



Within an assignment, select All comments and click “Show Comment Scores.” You can then override all scores as you read them. You can also select all comment by “Specific Person” in this menu.

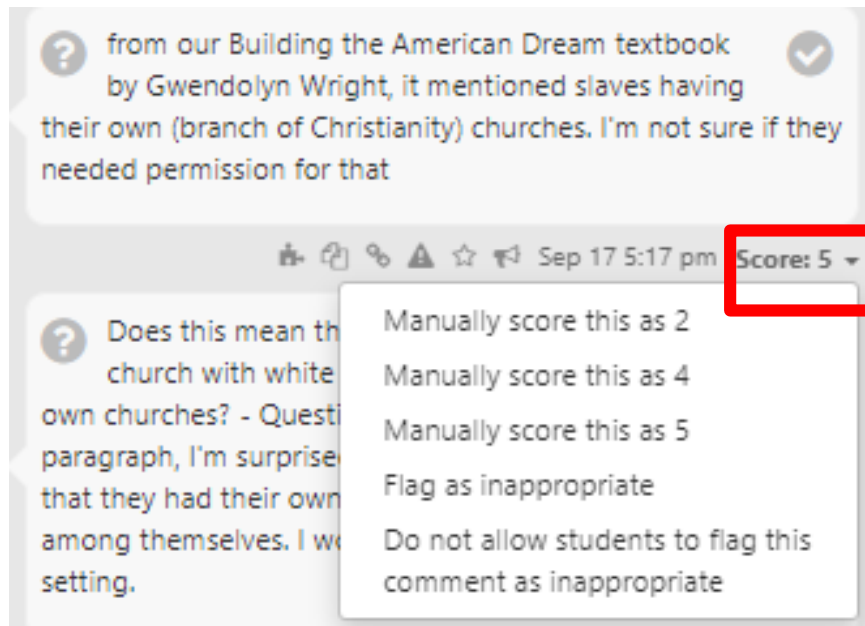


Scoring: Manual Overrides



Number
of
comments
in thread

Reminder: Perusall's AI grading has limitations.



Click on the
score under
the individual
comment to
override it.

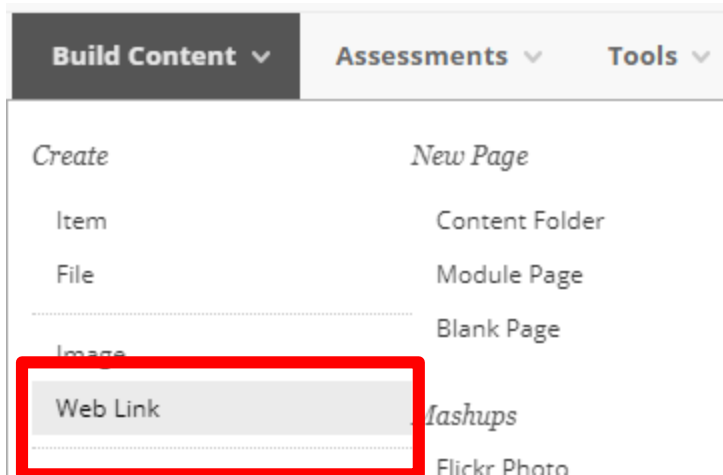


ADDING AN ASSIGNMENT TO BLACKBOARD



Connecting your Assignment in Blackboard

Build Content – Web Link



Note this Menu Option

Get started Library **Assignments** Students

+ Add assignment Edit deadlines Download

Due Thu Jun 30, 2022 9:57 am EDT

Focus Group Research Methods

read through and annotate

Open Edit Duplicate Extended deadlines **Copy full title for LMS** Delete

Analytics Grade assignment Confusion report All comments

Overall assignment progress

100%

- Completed with maximum score (0%)
- Completed but not maximum score (0%)
- Some work submitted (0%)
- No work submitted (100.0%)



Provide Copied Link Name and URL

WEB LINK INFORMATION

★ Name

Focus Group Research Methods

★ URL

https://app.perusall.com/lti/launch

For example, <http://www.myschool.edu/>

☒ This link is to a Tool Provider. [What's a Tool Provider?](#)

Enable Evaluation ☒ Yes ☐ No

To set additional evaluation options, use the Column settings in the Grade Center

★ Points Possible

10

Visible to Students ☒ Yes ☐ No

Due Date



Enter dates as mm/dd/yyyy. Time may be entered in any increment.



Pass-through authentication for you and your students into Perusall



Teaching-online-is-different ▼

Click the link created
Will create accounts when needed
Passes into specific assignment



Strengths of Perusall

- Promotes collaboration
- Builds community
- Encourages close reading of text/media
- Accepts variety of media types
- Blackboard integration
- Instructor control
 - Huge number of settings for maximum flexibility
 - Effective manual overrides



Limitations to Perusall

- Instructor learning curve on grading and settings, especially since defaults are unlikely to be desirable, although new presets help
- Beware OCR documents as text distinction may not be as good
- Digital textbooks access issues for students who rely on library and support office copies



**THANK YOU
QUESTIONS?**



More Workshops

<http://rochester.edu/online-learning/index.html>

- **Gradescope**

- Dates: *Friday, September 30, 11 a.m. to noon*



Video Tutorials

- <http://rochester.edu/online-learning/disruption/index.html>

