Annex 1 - Annotating in Perusall

Annotating helps you master the course readings so you are better prepared for class. To achieve this goal, you will be collaboratively annotating the textbook with others in the class. Doing so offers you an opportunity to obtain answers to your questions, to help others resolve their questions, and to help us determine how to best structure class time to help you learn.

Your goals in annotating each reading assignment are to stimulate discussion by posting good questions or comments and to help others by answering their questions. Your annotations of the readings on Perusall are evaluated on the basis of quality, timeliness, quantity, and distribution.

Evaluation rubric

Quality  
The reading replaces the lectures so that we can do more useful things in class. Therefore it is important you read the text thoughtfully and attempt to lay the foundation for the work in class.

Each of your annotations is assigned one of the following scores, based on its quality:

2 = Demonstrates thorough and thoughtful reading AND insightful interpretation of the reading
1 = Demonstrates reading, but no (or only superficial) interpretation of the reading
0 = Does not demonstrate any thoughtful reading of the reading

See the examples on the next page to see the quality criterion applied to sample annotations.

Quantity  
We compute your overall score using your 7 highest-quality annotations for each assignment, so be sure to write at least this number to ensure the best score. Because we want you to engage in a natural conversation with your classmates through your annotations, your overall score depends only on these 7 highest-quality annotations. So, as long as you have 7 high-quality annotations, a brief response to another student (e.g., answering “Yes” to what is just a yes or no question) won’t hurt your overall score, even though by itself that response is nominally a “0.”

Timeliness  
The work done in class depends on you having done the reading in advance, so completing the reading and posting your annotations before the posted deadline is required to receive credit.

To encourage discourse, there is always a three-day “reply window” after each posted deadline during which you can continue to reply, for full credit, to questions posted by others. However, the number of additional points you can earn during the post-deadline reply window is capped at the credit you receive for annotations made on that assignment before the deadline (so no credit before the deadline means no credit after).

Distribution  
To lay the foundation for understanding the in-class activities, you must familiarize yourself with each assignment in its entirety. Annotating only part of the text and/or failing to distribute your annotations throughout the document lowers your overall score.

Overall Evaluation

You will receive an overall evaluation for each reading assignment based on the criteria above as follows:

3 = exceptional (rarely given)
2 = meets expectations
1 = needs improvement
0 = insufficient