ADDING PEER REVIEWS TO CANVAS ASSIGNMENTS

Canvas makes it possible to have students peer review each other's work by allowing them to comment on submissions. Such peer reviews can even be done anonymously. Peer Reviews *cannot* be implemented with External Tools assignments, but they can be used for all online submission types. Peer reviews can also be assigned to Discussions.

Establishing an Assignment with a Peer Review

Begin by setting up the Assignment as you normally would. Scroll to the **Peer Reviews** menu and tick the box for **Require Peer Reviews.** Once the box is checked, Canvas opens up the menu to select options for the peer review process.

1. Canvas defaults to **Manually Assign Peer Reviews**. This option allows you to assign which students review whom; however, it also sets the peer review due date to be the same as the Assignment's due date.
2. You can have Canvas randomly assign peer reviews by ticking **Automatically Assign Peer Reviews**. If this option is selected, Canvas immediately opens up a menu; input the number of peer reviews you wish each student to complete and a date to complete the reviews. *Note: At this point in time, the only way for Canvas to issue different due dates for submission and peer review is to use the automatic option. If you wish to assign specific students, choose this option then [follow these directions to edit those assignments](#) in the next step.*
3. To keep the peer reviews anonymous, tick the box for **Peer Reviews Appear Anonymously**.

Once you have the assignment set as desired, click **Save**.
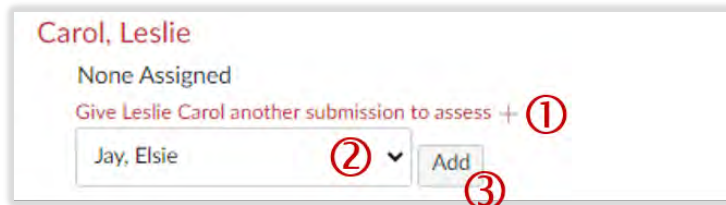
Assigning Peer Reviews

There are a few key differences in manually or automatically making peer review assignments, but both processes begin by opening the Assignment, locating the **Related Items** menu, and clicking on **Peer Reviews**.

Related Items

SpeedGrader™

Download Submissions

Peer Reviews

0 out of 3 Submissions Graded
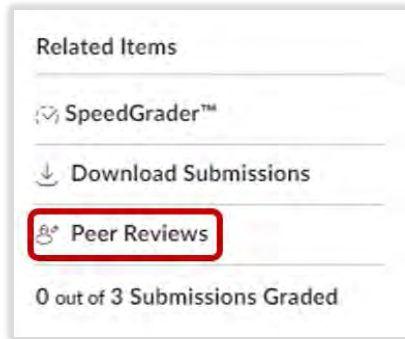
Manually Assign Peer Reviews

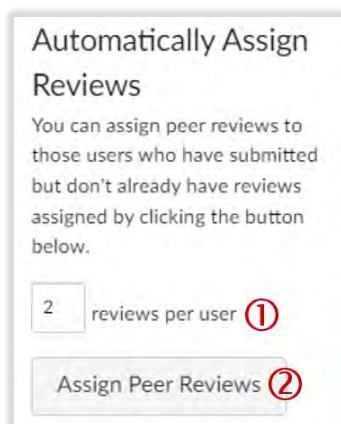On the **Peer Reviews** page, you will see a list of students.

1. Click on the plus sign below a student's name to assign them another student's work to review.
2. Select the desired students from the dropdown menu.
3. Click **Add**. Repeat the process until you have all students assigned the desired peer reviews.

Carol, Leslie

None Assigned

Give Leslie Carol another submission to assess + ①

Jay, Elsie ② ▾ Add
③

## Automatically Assign Peer Reviews

On the **Peer Reviews** page, look for **Automatically Assign Reviews** on the right side.

1. At this point, you can change the number of reviews per user, if desired.
2. Click the **Assign Peer Reviews** button when you're ready to have Canvas assign the required reviews. *This button will not be available until after the Assignment's due date OR sufficient students have submitted work to make the assignments happen*.

Automatically Assign Reviews

You can assign peer reviews to those users who have submitted but don't already have reviews assigned by clicking the button below.

2 reviews per user ①

Assign Peer Reviews ②

Adjusting Peer Review Assignments

Whether created manually or automatically, instructors can add or delete peer reviews assigned to students. On the Peer Reviews page, hovering over an assigned review will reveal a garbage icon that can be clicked to delete that assigned review. Instructors can also click the bell icon to remind a student who has not completed their review. To assign an additional review (often needed when students submit work after the peer reviews has been assigned), click on the plus sign and follow the above directions for manually assigning a review.
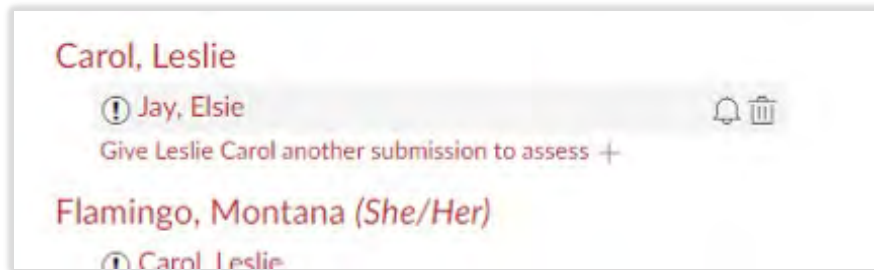
If you need assistance, please contact eLearning at elearning@umwestern.edu.