PeerWise
Teacher Manual
Make learning engaging by having students develop test questions
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Introduction
This teacher manual explains what PeerWise is, how to create an account and a course, how to grant your students access to it, and how you can view your students’ efforts. We recommend you review the student manual as well. This will give you valuable insight into how students interact with PeerWise.

1. What is PeerWise?
The PeerWise programme has students actively engage with the subject matter by developing their own test questions, sharing those questions with other students, and answering each other’s questions. Formulating test questions stimulates students to carefully analyse the subject matter. Answering the questions others come up with helps them develop new perspectives on the subject matter.

PeerWise was developed by the University of Auckland in New Zealand and used all over the world. It is freely available from the PeerWise website. Teachers can apply for an instructor account, which is usually provided within a few days. Students can create their own student accounts and get started right away. The Educate-it website has a student manual which you could add to your course description or share with your students on Blackboard.

2. Creating an account
To create a PeerWise Instructor account, visit their website at: https://peerwise.cs.auckland.ac.nz/

- Scroll down to find the ‘Join now’ label
- Click ‘Request an instructor account’

Join us!

PeerWise is free to use - if you would like to use PeerWise in a class you are teaching and are ready to get started, please request a link to help you get started.

You will be sent to an online form.

- Enter Universiteit Utrecht under ‘Institution/school’.

Instructors / teachers
A PeerWise instructor account will allow you to create your own courses and manage student access. If you would like to use PeerWise in a class you are teaching, simply request an account to get started!

Request an instructor account

Student:
Your instructor will choose you
Select your

More than 1500 Universities, schools and technical institutes from around the world are using PeerWise. Configure your courses studying similar courses at other institutions.
When you've entered all the required information, you'll receive a confirmation email that contains a code you need to enter on the site. PeerWise then has to authorise the account. This can take a day or two. When they do, you'll receive an email with your username and password for logging into PeerWise through the UU portal. Once logged in, you can change your password if you wish.

3. Creating a course

From the main screen, create a course by clicking ‘Create new course’. Enter a Course name, then click Preview new course.

Check whether the information displayed is correct. If so, click ‘Yes, create this course’. The course has now been created and will appear on the main screen under Pending courses.
3.1 Creating working groups
There is no way to create subgroups within a course, which means you can't, for instance, split your class into working groups. If each of your working groups needs their own PeerWise environment, a new course will have to be created in PeerWise for each of them. It would make sense to use the same base name for each of those courses with a tag on the end for each working group.

4. Granting access to your students
Click Upload student identifiers to activate this course.

The screen shown below requires you to enter unique identifiers for each of your students. Since students create their own PeerWise accounts and can pick any name they like, you need some way to know who’s who. To tell them apart, you’ll have to ask them to identify themselves.

A good way to do this is by having students provide their student numbers. Start by entering the student numbers of all participants into this field:
Underneath that, you can configure what instruction your students will see when asked to enter their unique identifier. For example: “Please enter your student number.” We recommend you use Solis ID as a unique identifier, since that allows for easy linking into OSIRIS at a later date. Next, click Update identifier list and prompt. The students account will be linked to the identifier (student number in the preceding example). This happens as soon as the student creates an account.

Identifiers can be edited and managed later with the Manage access button.

The Manage access button is also where you will find the list of students and identifiers.
4.1 How does PeerWise work for students?
Students create an account for themselves on PeerWise. They can access courses with their identifier and Course ID. Once there, they can start developing and answering test questions. For students to access the correct course, they need its Course ID. You can give them that in the classroom, email it to them, or post it on Blackboard.

Students can develop test questions, answer the questions their peers have developed, and provide feedback on the latter. Teachers can also add (example) questions by clicking the course from the initial PeerWise screen, selecting view from the Your questions drop-down menu, and clicking Create new question. Consult the student manual for detailed instructions on how to create questions.

5. Administration/Monitoring

The Administration button is home to PeerWise's administrative features. Good ones to remember are:

- Add Course tags
  It may be useful to introduce course-specific tags to label the questions and sort them into bins. This allows students to sort the questions they make by the topic that question addresses. These categories could be lecture subjects or even more specific than that. This is also where you decide whether students should be allowed to come up with their own tags.
Participation overview

The students have no way of knowing who developed, answered, and/or left feedback on a question. As the teacher, you have access to that information through the Display participation summary button.
- Exporting questions

Once created, questions can be exported from PeerWise into a text file so that they can be discussed in a lecture or tutorial. The document so created will show the students’ names.

- Other
  The administration screen has many more options besides the ones detailed above, such as importing questions from another course or monitoring when students are active on PeerWise.

6. Video manual
In support of the SURF pilot at UMC Utrecht and AMC, a screencast video manual was developed: https://www.youtube.com/watch?v=IfxCewBbTXI&list=PLoMVogKd602RRW8NCckNt5vAgwLC_GiwM

The six videos in that manual cover the following topics:
1. Creating an account
2. Creating a course
3. Resetting a password
4. Developing and answering questions
5. Viewing created questions
6. Importing and exporting questions

7. How to write good test questions

On the Educate-it website, you can find a short movie with tips on formulating multiple choice questions. You can share this video with students. The link to the video is: https://www.youtube.com/watch?v=5CnkNif185g