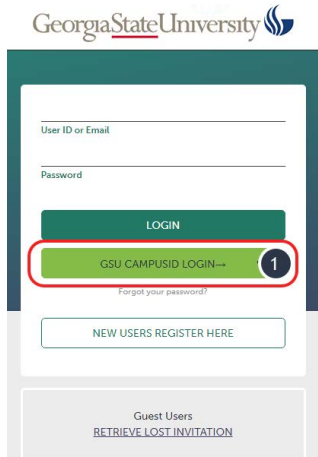


# Getting Starting

To access Chalk and Wire, go to [www.chalkandwire.gsu.edu](http://www.chalkandwire.gsu.edu). If you have any issues with Chalk and Wire, submit a Help Desk ticket to [help@gsu.edu](mailto:help@gsu.edu)

## Log in to Your Chalk & Wire Account

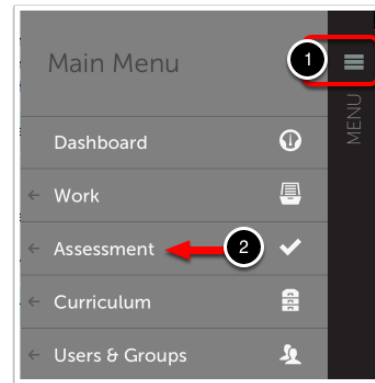


1. Select **GSU CampusID Login** button.

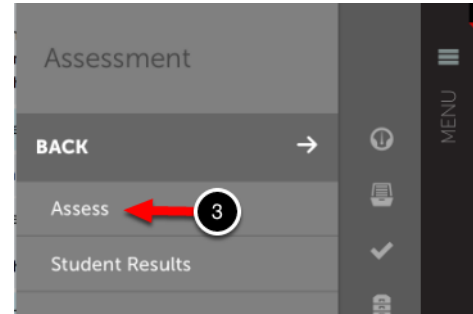


2. Enter your **CampusID**.
- 3 Enter your **Password**.
4. Click **Login**.

## Accessing Your Pending Assessments

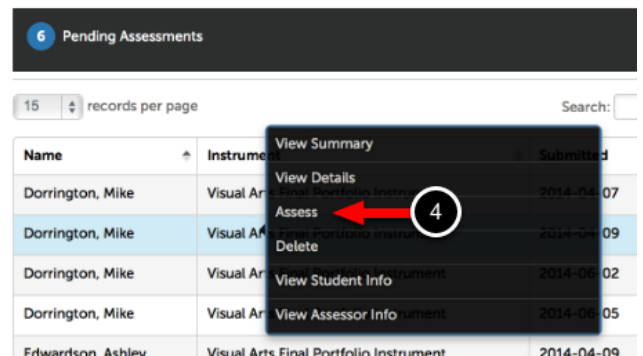


1. Click on the Main Menu icon.
2. Click on the **Assessment** option.



3. Select **Assess**.

## All Pending Assessments, Past 10 Years



| 6 Pending Assessments |  |            |  |
|-----------------------|--|------------|--|
| Name                  | Instrument                             | Submitted  |  |
| Dorrington, Mike      | Visual Ar                              | 2014-04-07 | View Summary<br>View Details<br>Assess<br>Delete |
| Dorrington, Mike      | Visual Ar                              | 2014-04-09 | View Student Info                                |
| Dorrington, Mike      | Visual Ar                              | 2014-04-02 | View Assessor Info                               |
| Edwardson, Achlev     | Visual Arts Final Portfolio Instrument | 2014-04-09 |  |

# Releasing Scores to Students

Assessment Return Make This My Home Page

All Pending Assessments, Past 5 years.

5 Pending Assessments Go to Assessment Instruments

1 My Held Assessments

All Pending Assessments

Pending Assignments

Pool Assessment

3 5 My Assessment Pools

Completed

Completed Assessments

Completed Assignments

| Student          | Instrument  | Submitted        | Assessed | Status  |
|------------------|---|------------------|----------|---------|
| Rollins, Hannah  | Test-Senior Exit Portfolio - PreEducation in English  | 2017-10-07 04:08 | NORMAL   | PENDING |
| Student, English | Test-Senior Exit Portfolio-Creative Writing           | 2017-06-23 11:36 | NORMAL   | PENDING |
| test2, Student2  | M. A. Literary Studies Thesis Prospectus-Student View | 2018-03-28 13:43 | NORMAL   | PENDING |
| test2, Student2  | M. A. Literature Studies-Thesis Prospectus            | 2018-03-28 13:43 | NORMAL   | PENDING |
| test2, Student2  | Graduate Thesis - Student View                        | 2018-04-12 09:32 | NORMAL   | PENDING |

## 1. Click My Held Assessments

Assessment Results Show Bulk Actions Export Assessments Return

# SUBMITTED: 3 # ASSESSED: 3 MEAN: 2.72 MEDIAN: 3.50

Results Search

15 records per page

| Student          | Student # | Assessor       | Table of Contents   | Assessment Instrument                               | Submitted        | Assessed | Score            | Grade (%)                 |
|------------------|-----------|----------------|---------------------|---|------------------|----------|------------------|---------------------------|
| test2, Student2  |           | Assessor, Test | Test-Ab5 English, M | Graduate Thesis Prospectus-Student View             | 2018-04-17 14:34 | NORMAL   | 2018-04-17 14:36 | 1.0 <span>1.0</span> PASS |
| test2, Student2  |           | Assessor, Test | Test-Ab5 English, M | Graduate Thesis Prospectus M. A. Literature Studies | 2018-04-17 14:34 | NORMAL   | 2018-04-17 14:36 | 3.7 <span>3.7</span>      |
| Student, English |           | Assessor, Test | Test-Ab5 English, C | Test-Senior Exit Portfolio - Creative Writing       | 2017-06-19 14:03 | NORMAL   | 2017-09-01 11:23 | 3.5 <span>3.5</span>      |

2. Click on the portfolio you want to release (be sure to select the one with "Student View" in the Assessment Instrument column)

## 3. Select Release

Assessment Details Notify Student Release Scores Print Return

PASS 1.0 - HELD test2, Student2 Actions

SUBMITTED 2018-04-17 14:34:20

ASSESSED 2018-04-17 14:36:13

ASSESSOR Assessor, Test

TYPE Normal

ATTACHED FILE(S) None

OVERALL COMMENT: None

| Criterion                  | Description | Score                | Comments |
|----------------------------|-------------|----------------------|----------|
| Graduate Thesis Prospectus |             | 0.0 <span>1.0</span> |          |

Annotated Documents

There are no converted documents

Comments on Page Content

| Page Name                  | Number of Comments |
|----------------------------|--------------------|
| No matching results found. |                    |

4. Verify the score (look for Pass or Fail), then click **Release Scores**. Keep **Notify Student** checked for student to receive an email.