

Superuser: Manage Staff

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The screenshot shows the 'Online Assessment Feedback Tool' login page. At the top left is the UAL logo. The title 'Online Assessment Feedback Tool' is centered at the top. Below the title is a note: 'Please note a University Network Account is required to access this service.' The main content area contains a login form with fields for 'Username:' and 'Password:', and a blue 'Submit' button. A white instruction box on the left contains the text: '1. Enter your UAL username and password and click "Submit"'. Three red arrows point from this box to the Username field, the Password field, and the Submit button. Below the login form is a green box with 'Important Information' and 'Help & Support' sections.

ual: university of the arts london

Online Assessment Feedback Tool

Please note a University Network Account is required to access this service.

1. Enter your UAL username and password and click "Submit"

Username:

Password:

Submit

Important Information

Please note that 13/14 feedback is available in your Moodle course.

Help & Support

Please email your queries to elarning-support@arts.ac.uk

ual: university of the arts london **Online Assessment Feedback Tool**

Logged in as: Jane Russell (jarussell) Logout

Courses Archived Feedback

| Course ID | Course Name | Role |
|--------------------------------|---|-----------|
| 0114A211215/16 | BA (Hons) Photography Camberwell Full-time Year 1 | Assessor |
| 0174F211215/16 | BA (Hons) Fashion Contour LCF Full-time Year 1 | Assessor |
| 0174F212215/16 | BA (Hons) Fashion Contour LCF Full-time Year 2 | Superuser |
| 0174F213215/16 | BA (Hons) Fashion Contour LCF Full-time Year 3 | Superuser |
| 0174F223215/16 | BA (Hons) Fashion Contour LCF Sandwich Year 3 | Superuser |
| 0198A411215/16 | BA (Hons) Fine Art: Print And Time-Based Media Wimbledon Full-time Year 1 | Assessor |
| 0206F213215/16 | BA (Hons) Fashion Sportswear LCF Full-time Year 3 | Superuser |
| 0206F223215/16 | BA (Hons) Fashion Sportswear LCF Sandwich Year 3 | Superuser |
| Previous Academic Years | | |
| 0114A211214/15 | BA (Hons) Photography Camberwell Full-time Year 1 | Superuser |
| 0174F211214/15 | BA (Hons) Fashion C... | Superuser |
| 0174F212214/15 | BA (Hons) Fashion C... | Superuser |
| 0174F213214/15 | BA (Hons) Fashion C... | Superuser |
| 0174F223214/15 | BA (Hons) Fashion C... | Superuser |
| 0198A411214/15 | BA (Hons) Fine Art: F... | Assessor |
| 0206F213214/15 | BA (Hons) Fashion Sportswear LCF Full-time Year 3 | Superuser |
| 0206F223214/15 | BA (Hons) Fashion Sportswear LCF Sandwich Year 3 | Superuser |
| 0210P423214/15 | BA (Hons) Interaction and Moving Image LCC Sandwich Year 3 | Superuser |

2. Click on the "Course Name" where your Role equals Superuser

ual: university of the arts london **Online Assessment Feedback Tool**

Logged in as: Jane Russell (jarussell) Logout

Courses **Assessments** **Manage Users** Archived Feedback

15/16 BA (Hons) Fashion Sportswear LCF Full-time Year 3

Unit ID: **U001259F213215/16** Unit Name / Assessments: **Contextualising Your Practice**

[2,000 word draft](#)

Assigned Users: **Denisa Niculescu** Drafts: 0 / 2
 Completed: 0 / 2
 Published: 0 / 2

3. Click on "Manage Users"

ual: university of the arts london **Online Assessment Feedback Tool**

Logged in as: Jane Russell (jarussell) Logout

Courses **Assessments** **Manage Users** Archived Feedback

15/16 BA (Hons) Fashion Sportswear LCF Full-time Year 3

User Search

Search:

Surname
 Username
 Email Address

4. Search for the user you want to add.

Online Assessment Feedback Tool

logged in as: Jane Russell (jarussell) Logout

Courses Assessments Manage Users Archived Feedback

5/16 BA (Hons) Fashion Sportswear LCF Full-time Year 3

User Search

Search: mnurunnabi

Surname
 Username
 Email Address

Search

Results for "mnurunnabi"

| Username | Lastname, Firstname | Email Address | Select Role | |
|------------|-----------------------|------------------------|---|------------------------------------|
| mnurunnabi | Nur-Un-Nabi, Mohammad | m.nurunnabi@arts.ac.uk | <input type="radio"/> Superuser <input type="radio"/> assessor | <input type="button" value="Add"/> |

5. Select the Superuser Role and click "Add"

Note: You will need to email the user to let them know they have been added.

Add User as Assessor and Assign to Assessments

Online Assessment Feedback Tool

logged in as: Jane Russell (jarussell) Logout

Courses Assessments Manage Users Archived Feedback

My Courses

| Course ID | Course Name | Role |
|--------------------------------|---|-----------|
| 0114A211215/16 | BA (Hons) Photography Camberwell Full-time Year 1 | Assessor |
| 0174F211215/16 | BA (Hons) Fashion Contour LCF Full-time Year 1 | Assessor |
| 0174F212215/16 | BA (Hons) Fashion Contour LCF Full-time Year 2 | Superuser |
| 0174F213215/16 | BA (Hons) Fashion Contour LCF Full-time Year 3 | Superuser |
| 0174F223215/16 | BA (Hons) Fashion Contour LCF Sandwich Year 3 | Superuser |
| 0198A411215/16 | BA (Hons) Fine Art: Print And Time-Based Media Wimbledon Full-time Year 1 | Assessor |
| 0206F213215/16 | BA (Hons) Fashion Sportswear LCF Full-time Year 3 | Superuser |
| 0206F223215/16 | BA (Hons) Fashion Sportswear LCF Sandwich Year 3 | Superuser |
| Previous Academic Years | | |
| 0114A211214/15 | BA (Hons) Photography Camberwell Full-time Year 1 | Superuser |
| 0174F211214/15 | BA (Hons) Fashion Contour LCF Full-time Year 1 | Superuser |
| 0174F212214/15 | BA (Hons) Fashion Contour LCF Full-time Year 2 | Superuser |
| 0174F213214/15 | BA (Hons) Fashion Contour LCF Full-time Year 3 | Superuser |
| 0174F223214/15 | BA (Hons) Fashion Contour LCF Sandwich Year 3 | Superuser |
| 0198A411214/15 | BA (Hons) Fine Art: Print And Time-Based Media Wimbledon Full-time Year 1 | Assessor |
| 0206F213214/15 | BA (Hons) Fashion Sportswear LCF Full-time Year 3 | Superuser |
| 0206F223214/15 | BA (Hons) Fashion Sportswear LCF Sandwich Year 3 | Superuser |
| 0210P423214/15 | BA (Hons) Interaction and Moving Image LCC Sandwich Year 3 | Superuser |

1. Click on the "Course Name" where your Role equals Assessor

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Online Assessment Feedback Tool

logged in as: Jane Russell (jarussell) Logout

[Courses](#) [Assessments](#) [Manage Users](#) Archived Feedback

15/16 BA (Hons) Fashion Sportswear LCF Full-time Year 3

Unit ID: U001259F213215/16 Unit Name / Assessments: Contextualising Your Practice

[Add Custom Assessment](#) [Settings](#) [2,000 word draft](#)

Assigned Users: Denisa Niculescu

Drafts: 0 / 2
Completed: 0 / 2
Published: 0 / 2

2. Click on "Manage Users"

ual: university of the arts london

Online Assessment Feedback Tool

logged in as: Jane Russell (jarussell) Logout

[Courses](#) [Assessments](#) [Manage Users](#) Archived Feedback

15/16 BA (Hons) Fashion Sportswear LCF Full-time Year 3

User Search

Search

Surname
 Username
 Email Address

[Search](#)

3. Search for the user you want to add.

ual: university of the arts london

Online Assessment Feedback Tool

logged in as: Jane Russell (jarussell) Logout

[Courses](#) [Assessments](#) [Manage Users](#) Archived Feedback

15/16 BA (Hons) Fashion Sportswear LCF Full-time Year 3

User Search

Search: mnurunnabi

Surname
 Username
 Email Address

[Search](#)

Results for "mnurunnabi"

| Username | Lastname, Firstname | Email Address | Select Role | |
|------------|-----------------------|------------------------|---|---------------------|
| mnurunnabi | Nur-Un-Nabi, Mohammad | m.nurunnabi@arts.ac.uk | <input type="radio"/> superuser <input checked="" type="radio"/> assessor | Add |

4. Select the Assessor Role and click "Add"

ual: university of the arts london **Online Assessment Feedback Tool**

Logged in as: Jane Russell (jarussell) Logout

Courses Assessments Manage Users Archived Feedback

5/16 BA (Hons) Fashion Sportswear LCF Full-time Year 3

User Search

Search
 Surname
 Username
 Email Address

5. Click "Modify" next to the user name

Assigned Users

| Username | Name | Email Address | Role |
|----------------------------------|--------------------|-----------------------|----------|
| Modify sanandhan | Anandhan, Satheesh | s.anandhan@arts.ac.uk | assessor |

Note: If your assessment area is not accessible or not listed, please email elearning-support@arts.ac.uk

ual: university of the arts london **Online Assessment Feedback Tool**

Logged in as: Jane Russell (jarussell) Logout

Courses Assessments Manage Users Archived Feedback

5/16 BA (Hons) Fashion Sportswear LCF Full-time Year 3

Modify User

Name: Satheesh Anandhan (sanandhan)
Role: Superuser Assessor

Assign to Assessment:

Concept Development - FU000866F213215/16
 Concept Development Ref/Def (X3)
 Concept Development Final Sheets (H1)
 Concept Development Marker 1 (Not for publishing) (X1)
 Concept Development Marker 2 (Not for publishing) (X2)

Product Design And Realisation - FU001134F213215/16
 Holistic Assessment (H1)

Contextualising Your Practice - FU001259F213215/16
 2,000 word draft (E1)
 4,500 extended essay (E2)

Diploma In Professional Studies - SU000100F213215/16
 Holistic Assessment (H1)

6. Select all the Assessments that you would like to assign the Assessor to and click "Save"

Note: You will need to email the user to let them know they have been added and assigned to their assessments.

Remove User

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Online Assessment Feedback Tool

Logged in as: Jane Russell (jarussell) Logout

[Courses](#) Archived Feedback

My Courses

| Course ID | Course Name | Role |
|----------------|---|-----------|
| 0114A211215/16 | BA (Hons) Photography Camberwell Full-time Year 1 | Assessor |
| 0174F211215/16 | BA (Hons) Fashion Contour LCF Full-time Year 1 | Assessor |
| 0174F212215/16 | BA (Hons) Fashion Contour LCF Full-time Year 2 | Superuser |
| 0174F213215/16 | BA (Hons) Fashion Contour LCF Full-time Year 3 | Superuser |
| 0174F223215/16 | BA (Hons) Fashion Contour LCF Sandwich Year 3 | Superuser |
| 0198A411215/16 | BA (Hons) Fine Art: Print And Time-Based Media Wimbledon Full-time Year 1 | Assessor |
| 0206F213215/16 | BA (Hons) Fashion Sportswear LCF Full-time Year 3 | Superuser |
| 0206F223215/16 | BA (Hons) Fashion Sportswear LCF Sandwich Year 3 | Superuser |

Previous Academic Years

| | | |
|----------------|---|-----------|
| 0114A211214/15 | BA (Hons) Photography Camberwell Full-time Year 1 | Superuser |
| 0174F211214/15 | BA (Hons) Fashion Contour LCF Full-time Year 1 | Superuser |
| 0174F212214/15 | BA (Hons) Fashion Contour LCF Full-time Year 2 | Superuser |
| 0174F213214/15 | BA (Hons) Fashion Contour LCF Full-time Year 3 | Superuser |
| 0174F223214/15 | BA (Hons) Fashion Contour LCF Sandwich Year 3 | Superuser |
| 0198A411214/15 | BA (Hons) Fine Art: Print And Time-Based Media Wimbledon Full-time Year 1 | Assessor |
| 0206F213214/15 | BA (Hons) Fashion Sportswear LCF Full-time Year 3 | Superuser |
| 0206F223214/15 | BA (Hons) Fashion Sportswear LCF Sandwich Year 3 | Superuser |
| 0210P423214/15 | BA (Hons) Interaction and Moving Image LCC Sandwich Year 3 | Superuser |

1. Click on the "Course Name" where the User needs to be removed from

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Online Assessment Feedback Tool

Logged in as: Jane Russell (jarussell) Logout

[Courses](#) [Assessments](#) [Manage Users](#) Archived Feedback

15/16 BA (Hons) Fashion Sportswear LCF Full-time Year 3

Unit ID: **U001259F213215/16** Unit Name / Assessments: **Contextualising Your Practice**

[2,000 word draft](#)

Assigned Users:

- Denisa Niculescu

Drafts: 0 / 2
Completed: 0 / 2
Published: 0 / 2

2. Click on "Manage Users"

ual: university of the arts london **Online Assessment Feedback Tool**

Logged in as: Jane Russell (jarussell) Logout

Courses Assessments Manage Users Archived Feedback

5/16 BA (Hons) Fashion Sportswear LCF Full-time Year 3

User Search

Search

Surname
 Username
 Email Address

3. Click "Modify" next to the user name

Assigned Users

| | Username | Name | Email Address | Role |
|------------------------|-----------|--------------------|-----------------------|----------|
| Modify | sanandhan | Anandhan, Satheesh | s.anandhan@arts.ac.uk | assessor |

Note: If your assessment area is not accessible or not listed, please email elearning-support@arts.ac.uk

ual: university of the arts london **Online Assessment Feedback Tool**

Logged in as: Jane Russell (jarussell) Logout

Courses Assessments Manage Users Archived Feedback

5/16 BA (Hons) Fashion Sportswear LCF Full-time Year 3

Modify User

Name: Satheesh Anandhan (sanandhan)
Role: Superuser Assessor

Assign to Assessment:

Concept Development - FU000866F213215/16

Concept Development Ref/Def (X3)
 Concept Development Final Sheets (H1)
 Concept Development Marker 1 (Not for publishing) (X1)
 Concept Development Marker 2 (Not for publishing) (X1)

Product Design And Realisation - FU001134F213215/16

Holistic Assessment (H1)

Contextualising Your Practice - FU001259F213215/16

2,000 word draft (E1)
 4,500 extended essay (E2)

Diploma In Professional Studies - SU000100F213215/16

Holistic Assessment (H1)

4. Select "Remove User" to remove User from Course

Note: You will need to email the user to let them know they have been removed from the course.

Further Support

Additional support is on hand should you require help. Contact the Technology Enhanced Learning team at elearning-support@arts.ac.uk



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