# **Circuit Guide for Students**

## Access Circuit

* From within the Brightspace course where Circuit is being used, **navigate** to **Content** and then **locate** and **click** the **link** to Circuit or to a Circuit assignment. This will vary based on the link your instructor has inserted.



## Content Submission

**PLEASE NOTE:** It is very important to remain aware of the due dates for each phase of the Circuit assignment. If you miss any due date, you will be unable to proceed to the subsequent phases of the assignment and will receive an incomplete in Circuit for any missed phases.

* **Locate** and **click** the **name** of the assignmentyou would like to work on.



* **Submit** your **assignment** in the required format. This will be a text submission, file upload, or web link based upon the settings chosen by your instructor.



* You will receive a confirmation message after submitting your assignment. Depending on how the assignment has been setup, the next phase will be either the calibration phase or the peer review phase. You have until the *Content Submission* due date to revise your submission or until you begin calibrations, if applicable. **Click** **Got it. Thanks!**



If your assignment includes a *Calibrations* phase, continue to the next section.

Otherwise, skip ahead to the [*Peer Review*](#_Peer_Review) section.

## Calibrations

* **Click Open Calibrations** when you are ready to begin this phase of the assignment.



* **Use** the **rubric** (or **numeric scale**) on the right to review the example submission on the left. **Click Submit Review** when finished.



* **Repeat** this **process** until you have reviewed and received passing scores on all three example submissions. This will need to be completed before the *Calibrations* phase due date.



## Peer Review

* When the Peer Review phase opens, you will be assigned three peers to review. The peer review process in Circuit is anonymous. **Use** the **rubric** (or **numeric scale**) on the right to review your peer’s submission on the left. **Click Submit Review** when finished.



* **Repeat** this **process** for your remaining two peers.

If your assignment includes a *Self-Review* phase, continue to the next section.

Otherwise, skip ahead to the [*Scoring*](#_Scoring) section.

## Self-Review

* **Use** the **rubric** (or **numeric scale**) on the right to review your submission on the left. **Click Submit Review** when finished.



## Scoring

* Be sure to check back. Your score and any feedback from your peers will be released in Circuit on the day and time set by your instructor.

