Add Students, View Submissions, and Add Comments in Criterion

This guide provides instructions on how to add students and view and comment on student submissions in Criterion.

Adding Students

In Criterion, students can generate their own accounts by using an 8-digit access code.

1. From the instructor home page, select the **Class Name** by clicking the checkbox in front of the class name.
2. Next, click **Get Access Code**.
3. Select Student and click on the Get Access Code button.
4. The code generated will be displayed at the bottom of the page. Note: Do not use the access code displayed below. Use the one that has been specifically generated for your course.
5. Click the email link and enter the email address of the student to send the access code via email.
6. An email with the Access Code and sign up link will be sent to the student.
7. Alternatively, you could also post the access code on Canvas or email it to students from your SJSU email address.
View Assignment Submissions

1. From the instructor home page, select the **Class Name** by clicking on the class name.
2. Select the Activity tab and click on the assignment submitted by the student.
3. The next screen will display the assignment submitted by the student along with the auto generated feedback.

<table>
<thead>
<tr>
<th>Organization &amp; Development</th>
<th>Grammar</th>
<th>Usage</th>
<th>Mechanics (2)</th>
<th>Style (12)</th>
</tr>
</thead>
</table>

There are several ways to make a footer stick to the bottom of a page using CSS. But until now, they’ve used long and messy hacks or a lot of extra HTML markup; this method uses only 15 lines of CSS and hardly any HTML markup. Even better, it’s completely valid CSS, and it works in all major browsers, Internet Explorer 5 and up, Firefox, Safari, Opera and more.
4. To add a comment, click on the **Comments** button.
5. Select the text for which you want to add a comment, and click the **Add Comment** button.
6. Enter the comments and click the **Enter** button.

![Test Assignment](image)

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7. Click the **Save** button to save your comments.