

Enabling Review Status on Items in Blackboard

The Review Status tool allows the Instructor to track user review of specific content items, such as a Syllabus. Once the Instructor enables the Review Status for an item, a “Mark Reviewed” radio button will appear to students when they view the content. After reviewing the item, the Student can click this button to indicate that they “Reviewed” the item. The Instructor may check the status of Student reviews in their course’s Performance Dashboard.

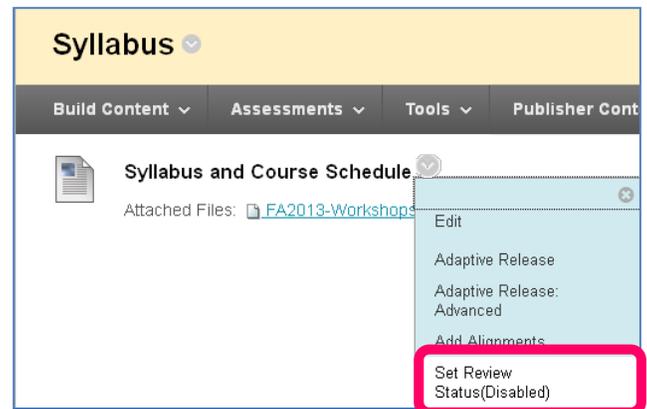
Setup

1. To make these adjustments to your content’s settings, you must have **EDIT MODE** turned on in the course.

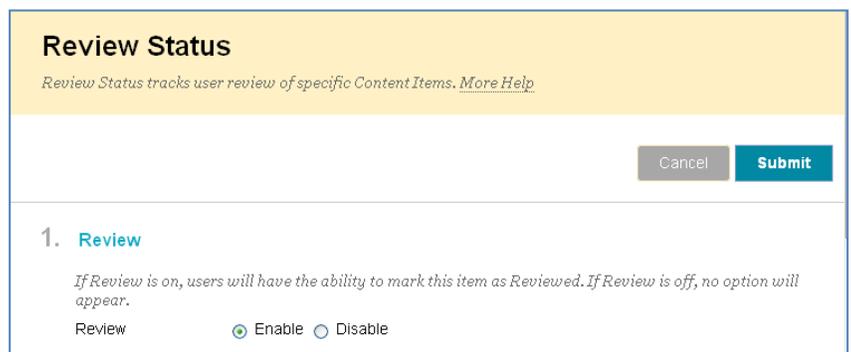
Edit Mode is: ON

2. Go to the content area in your course where you have content you want to apply review status to.
3. Roll your mouse over the item that you want to apply tracking to. The item will highlight and display a gray context button .

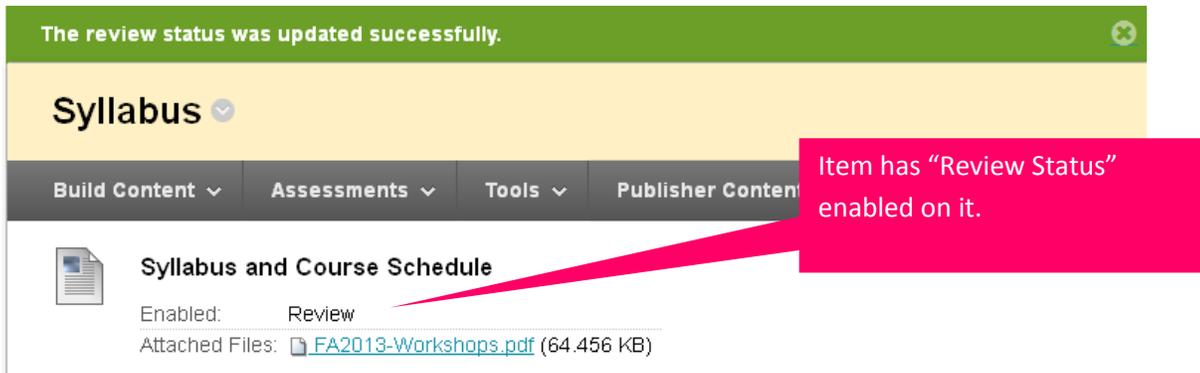
Click the context button  and select **SET REVIEW STATUS (DISABLED)** from the menu that appears.



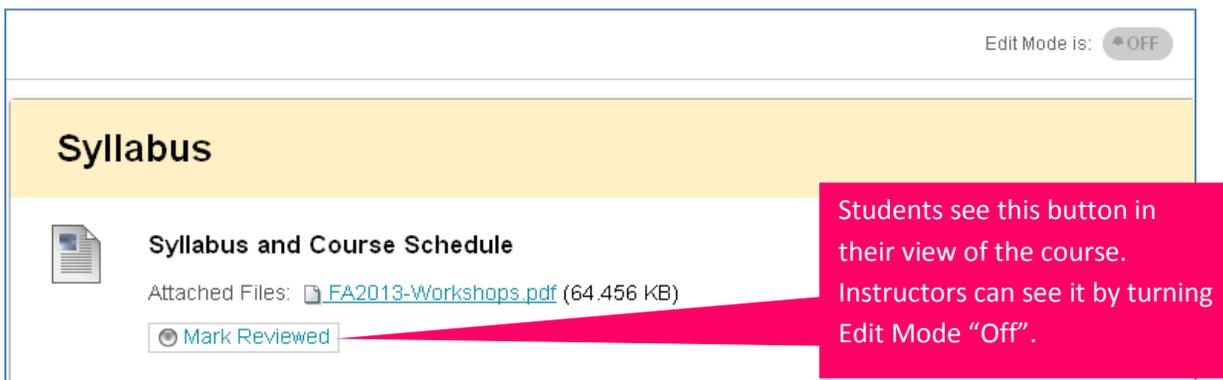
4. The Review Status page will appear. Click the **ENABLE** radio button. Then, click **SUBMIT**.

A screenshot of the "Review Status" configuration page. The page has a yellow header with the title "Review Status" and a subtitle "Review Status tracks user review of specific Content Items. [More Help](#)". Below the header are two buttons: "Cancel" and "Submit". The main content area contains a section titled "1. Review" with the text: "If Review is on, users will have the ability to mark this item as Reviewed. If Review is off, no option will appear." Below this text are two radio buttons: "Review" (selected) and "Disable".

5. A confirmation message will appear on the page to indicate that review status was updated. The content will also be marked with a label to indicate that review status is enabled on the item



Instructors will be able to see the "Mark Reviewed" button associated with the item by clicking their **course's EDIT MODE** button to switch it off.



How Students Use It

The student simply clicks the "Mark Reviewed" button to indicate that they have reviewed the documents associated with the Review Status.

How Instructors Can Check Review Status

1. With your course's Edit Mode turned "ON", scroll down to your course's **CONTROL PANEL**. Click the **EVALUATION** menu and select **PERFORMANCE DASHBOARD**.
2. The Performance Dashboard page will appear. The column called "Review Status" will indicate whether a student has marked any items with Review Status enabled as "Reviewed".

Performance Dashboard

The Performance Dashboard provides an up-to-date report on the activity for all students. Information appears in a table format. Click the arrow in the header row of a column to sort the table data by that column. [More Help](#)

Last Name	First Name	Username	Role	Last Course Access	Days Since Last Course Access	Review Status	Adaptive Release	Discussion Board	Early Warning System	View Grades
Hamilton	Megan	meganh	Instructor	Nov 13, 2012 2:57:06 PM	0	1		0	-	
Carlson	Brian	carlsobd	Instructor	Never	Never	0				
Asterisk	Annie	testhamilton1	Student	Nov 13, 2012 2:58:42 PM	0	1				

A non-zero number means that the student marked an item that has Review Status enabled as "Reviewed".

- If you have multiple items that have Review Status enabled, you can see what items the student has reviewed by clicking the number that appears in the Review Status Column. A page will appear and list whether the student has marked them as "Reviewed" or if they are "Not Reviewed".

Review Status: Annie Asterisk

The list below contains content items with the visibility status as well as review status for items that have Review turned on.

Content Item	Visibility	Review Status
/Syllabus/Syllabus and Course Schedule		Reviewed
/Course Documents/Week 1 Lecture Notes		Not Reviewed

Displaying 1 to 2 of 2 items | [Show All](#) [Edit Paging...](#)