

ShortKeys: The key to efficient grading online

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You teach what?

How many of you teach online classes?

How many of you use learning management systems like Blackboard, Canvas to deliver course material and assess in regular face to face classes?

How many of you have list of comments that you insert into uploaded assignments for feedback?

ShortKeys

- Instead of typing the same comment/feedback for the thousandth time, you can type a simple couple letters
- You can generalize feedback then customize it if you like
- Huge Timesaver!!!!

Program

- <http://www.shortkeys.com/>
- **Developed to help eliminate repetitive typing especially for medical transcription and computer coding**
- **Eliminate typos and the time it takes to fix them**

How does it work?

- Once installed, it simply runs in the background of your computer
 - No open screens!!
- To bring it forward, you push Ctrl and the up arrow or adding it your system tray or taskbar



What is a shortcut and how is it made?

- **Your shortcut can be as little as 2 characters**
 - Example: 1p for my shortcut is – 1 pt.
- **You just need shortcut prefix of 2 characters to let the program be active**
 - I use == but you can use any combo of characters
- **It replaces a text string of up to 32 characters**

What is 1great or other shortkeys?

Shortkey at use “==1great”

Submitted: Jun 3 at 3:15pm

Submitted Files: (click to load)

 [ANS 315 Opinion Paper 4.docx](#)



Assessment

Grade **out of 50**

[View Rubric](#)

Opinion Paper (1)

Criteria	Assessment
Content- Applies info discussed in papers and h...	<i>Above Average understanding: Applied and detailed use of info</i> 30/ 30.0 pts
Grammar/Spelling	<i>Less than 5 errors in paper</i> 10/ 10.0 pts
Format: Citations, sources, flow of paper	<i>Proper and easy to understand</i> 10/ 10.0 pts
Total Points: 50 out of 50.0	

Assignment Comments

Add a Comment

==1great

Attach



[Submit Comment](#)

This appears!!!

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Assessment

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Opinion Paper (1)

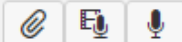
Criteria	Assessment
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Total Points: 50 out of 50.0	

Assignment Comments

Add a Comment

Great thought and use of references for the paper. |

Attach



[Submit Comment](#)

Helps in making quizzes/exams

Question Multiple Choice pts: 1

Enter your question and multiple answers, then select the one correct answer.

Question: [HTML Editor](#)

B *I* U **A** *A* *I*_x x^2 x_2 Font Sizes Paragraph

Who is the instructor of this course?

p

Answers:

Possible Answer Matt Kennedy

Possible Answer Tom Brady

Possible Answer ==all

Correct Answer ==none

[+ Add Another Answer](#)

Cancel **Update Question**

No more long typing!!!

Question Multiple Choice pts: 1

Enter your question and multiple answers, then select the one correct answer.

Question: [HTML Editor](#)

B *I* U **A** **A** *I* **≡** **≡** **≡** **≡** **≡** **x²** **x₂** **≡** **≡**

☰ **🔗** **🗑️** **🖼️** **🔗** **📁** **🔗** **🔗** **Font Sizes** **Paragraph**

Who is the instructor of this course?



p

Answers:

Possible Answer

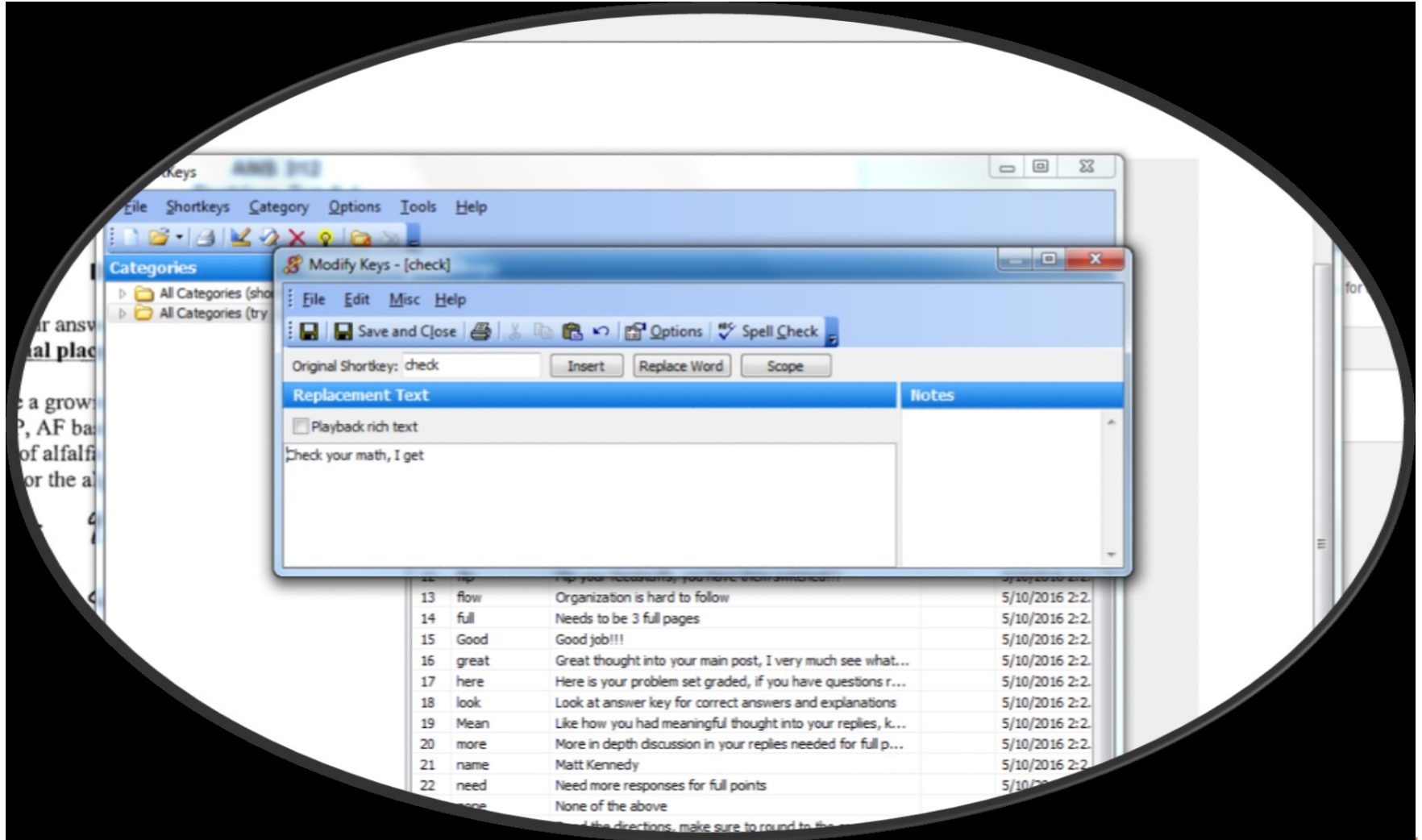
Possible Answer

Possible Answer

Correct Answer  

[+ Add Another Answer](#)

Customizing feedback

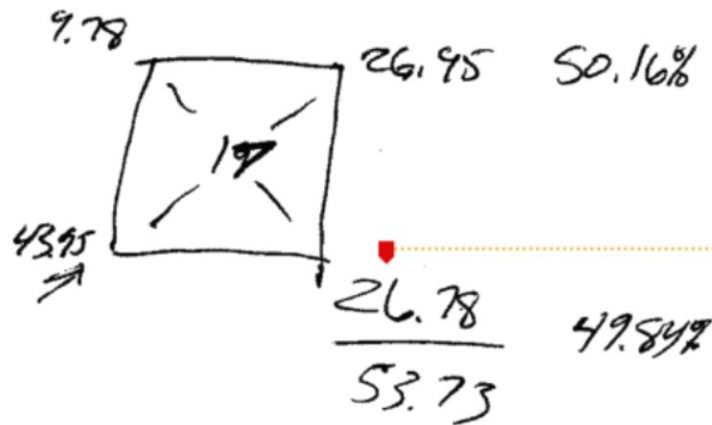


I can simply add to comment

4
ations Lab
lable
3 by 5pm PT.

ses. **You must show all work.** Round all

9% CP, DM basis. The feeds to be used are
an meal (40% CP, AF basis) (91%DM).
is) is fixed at 80% of the diet. Use either
w your work.



Matt Kennedy: Check your math, I
get 7.22

Affects rest of problem

- 8 pts

Other uses??

Creating regular documents such as assignments for courses in Word, Excel, and PowerPoint

Email

Committee meetings where feedback is needed on material

Any questions?



My daughter's new "pony" according to my father-in-law at his retirement park