

Blackboard User Guide for EW Submission

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Step 2: Submitting your Draft 1 plan or Draft 2 through Turnitin on the homepage

Step 3: Submitting your second draft feedback reflection

Step 4: Viewing your ELC teacher's feedback

Step 1: Accessing the EWR site on Learn@PolyU with your NetID and NetPassword

If you have enrolled in any subject with a Writing and Reading Requirement, you should be enrolled in an EW course on Learn@PolyU with course code "[SUBJECT CODE]_[YearSem]_RW: English Writing and Reading Requirement" e.g. "ELC1A01_20191_RW: English Writing and Reading Requirement". Your username and password will be the same as your NetID and NetPassword.

To access Learn@PolyU, please visit <http://learn.polyu.edu.hk> and login with your username and password.

The screenshot shows the Learn@PolyU login interface. At the top left is the Polytechnic University of Hong Kong logo. At the top right is the L@PU LEARN@PolyU logo. The main content area is divided into several sections:

- Welcome to LEARN@PolyU (請參閱)**: A login form with fields for 'Username' and 'Password', a 'Login' button, and a 'Forgot Your Password?' link.
- Quick Link**: A section with links for 'Subject Registration' and 'Blackboard Homepage'.
- Learning Support**: A section with contact information: Phone: 2766 3960, Hours: 9:00AM Monday to Friday, 2:00PM to 4:00PM, Support: <http://www.polyu.edu.hk/learn>.
- Browser Check**: A section with three green checkmarks indicating compatibility for Firefox 15.0+ (or Windows 7), Chrome 24, and Chrome 25. Below the checkmarks are icons for 'Firefox', 'Chrome', and 'Internet Explorer', with a 'Full browser check >' link.
- System Announcements**: A section with several notices:
 - New updates (SPU) have recently been applied to LEARN@PolyU (學習網) (today, September 16, 2012).
 - New updates (SPU) have recently been applied to L@PU (學習網). You will notice changes to the look and feel of the website. However, they will not affect the basic functionality of the website.
 - For more information about SPU please go to [Knowledgebase](#) (please click the ITX or IOTG).
 - Browser and Operating System Requirements (Thursday, September 13, 2012): Please ensure your system (OS and PC) meets the "Browser and Operating System Requirements" (OS 和 PC 要求).
 - Our Blackboard Learn requires the latest version of the Java Runtime Environment 6 (JRE 6). JRE 7 is not supported. Please download JRE 6 from [here](#) if you can't find it on your PC.

Step 2: Submitting your Draft 1 plan or Draft 2 through Turnitin on the homepage

On the corresponding course home page, you should see the following in the main window. Click on “Draft Submission & Feedback”.

ELC Trial (ELC_RW2019)

English Writing Requirement (ELC)

Assignment Information

Draft Submissions FEEDBACK

Pre-course Survey

Important Dates

General EWR Information

Drop-in Consultations

EWR Drop-in Consultations are open NOW and will run through the rest of the semester. Come to any session to get support from writing teachers and have your questions answered. There is no need to register; just walk in during any of the sessions below:

Mondays	Tuesdays	Wednesdays	Thursdays	Fridays
12:30 – 1:30	3:30 – 4:30	4:30 – 5:30	12:30 – 1:30	1:30 – 2:30

Venue: <https://polyu.zoom.us/j/93513149600?pwd=bzMybzJFaWhld2dlZDdlOD85RVBDZz09>

See you there
English Writing Requirement Team

Drop-in Consultations OPEN NOW!
29 MAY – 7 JUL 2023
except public holidays

FEEDBACK

EWR Consultations and Workshops are conducted F2F while EWR Drop-in Consultations are conducted on-line.

Today | 14 – 20 Aug 2023

Mon 8/14 Tue 8/15 Wed 8/16 Thu 8/17 Fri 8/18 Sat 8/19 Sun 8/20

After clicking on “Draft Submission & Feedback”, you will select either “Draft 1 – plan submission” or “Draft 2 submission”. Please ensure that you also include the plan template (Draft 1) or the assignment cover + checklist (Draft 2).

Draft Submissions FEEDBACK

Build Content Assessments Tools Partner Content Discover Content

Draft 1 - plan submission

Availability: Item is available, but some students or groups may not have access.
Enabled: Adaptive Release, Statistics Tracking

Use the attached file "Assignment Cover" for your submission. Input your personal information on page 1, and copy and paste your plan into the template on page 2. Make sure to save your document as a word file.

Notes:

- Submission before: **8 OCT 2023 (SUN) 23:59**
- Rename the file to include the subject code and your name.
- You can submit your draft as many times as you would like before the submission deadline. Only the **last** submission will be counted.
- If you experience any submission issues, please email elc_ewr@polyu.edu.hk
- You will be able to book a consultation after the submission deadline.
- If you use a Mac computer, please make sure your file extension is .doc or .docx, instead of .pages. **Wrong file format submission may be regarded as NO SUBMISSION.**

Draft 2 Submission

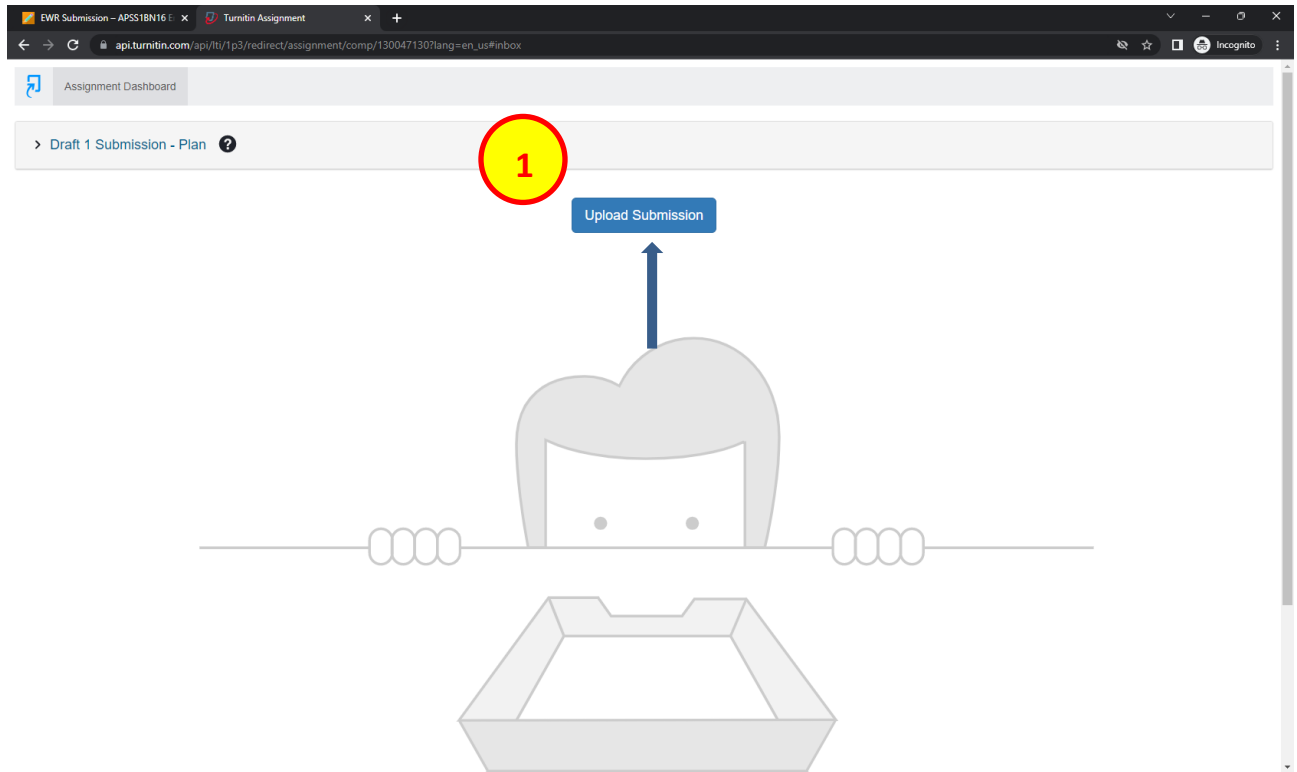
Availability: Item is hidden from students. It will be available after Nov 5, 2023 12:00 AM.
Enabled: Adaptive Release, Statistics Tracking

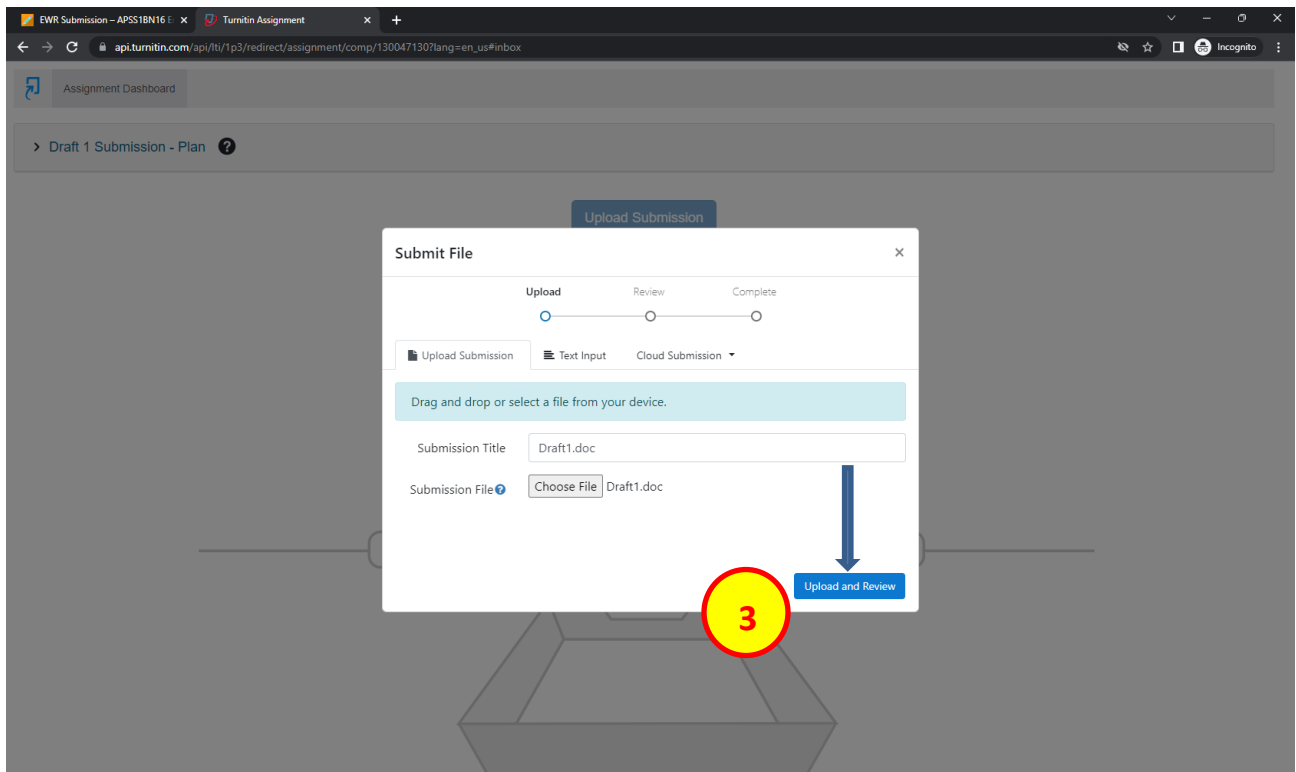
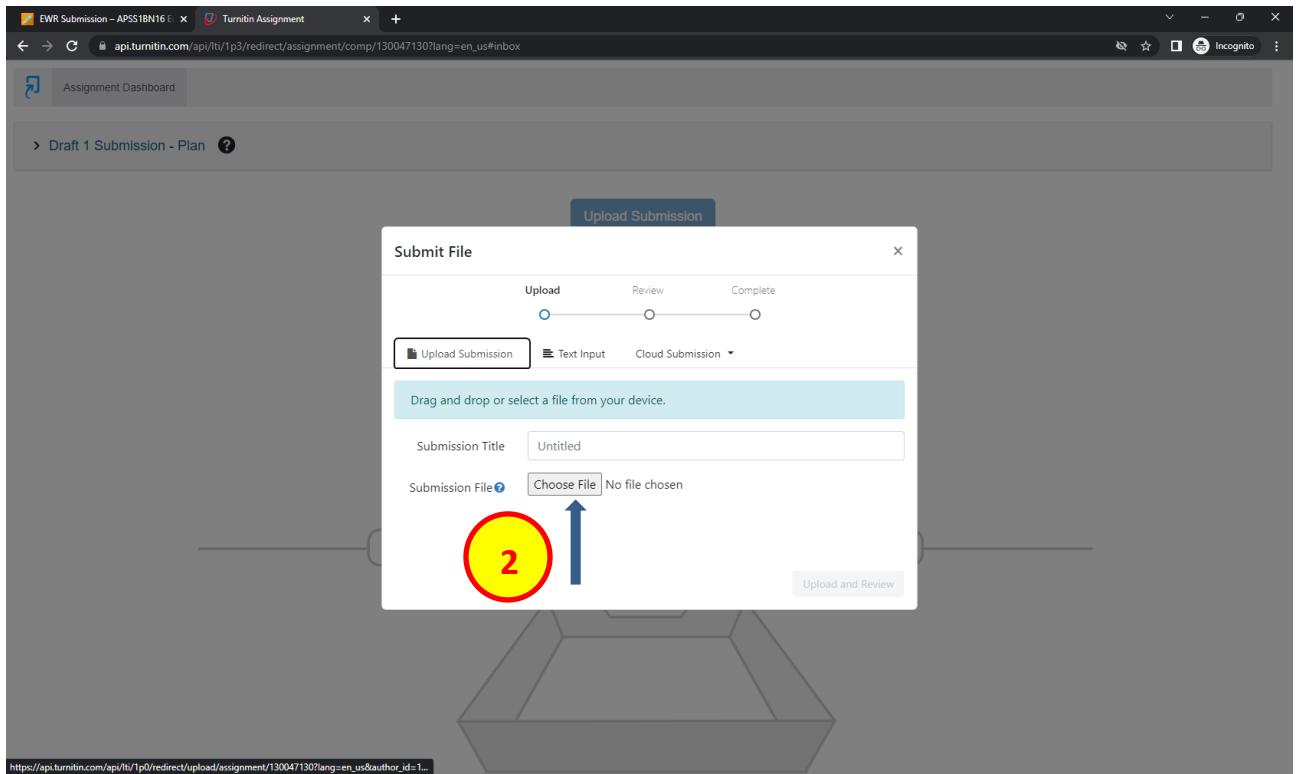
Use the attached file "Assignment Cover" for your submission. Input your personal information on page 1, tick the boxes in the checklist on page 2 and copy and paste your draft starting on page 3. Make sure to save your document as a word file.

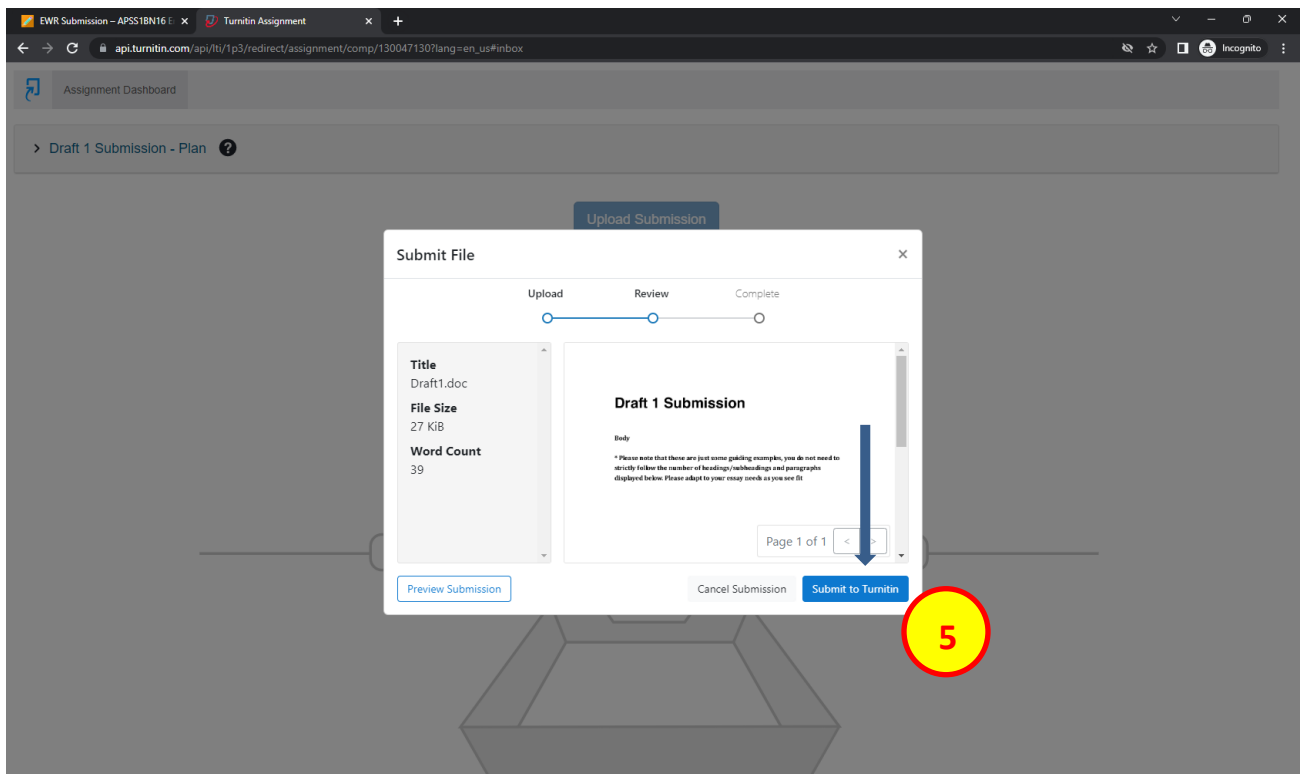
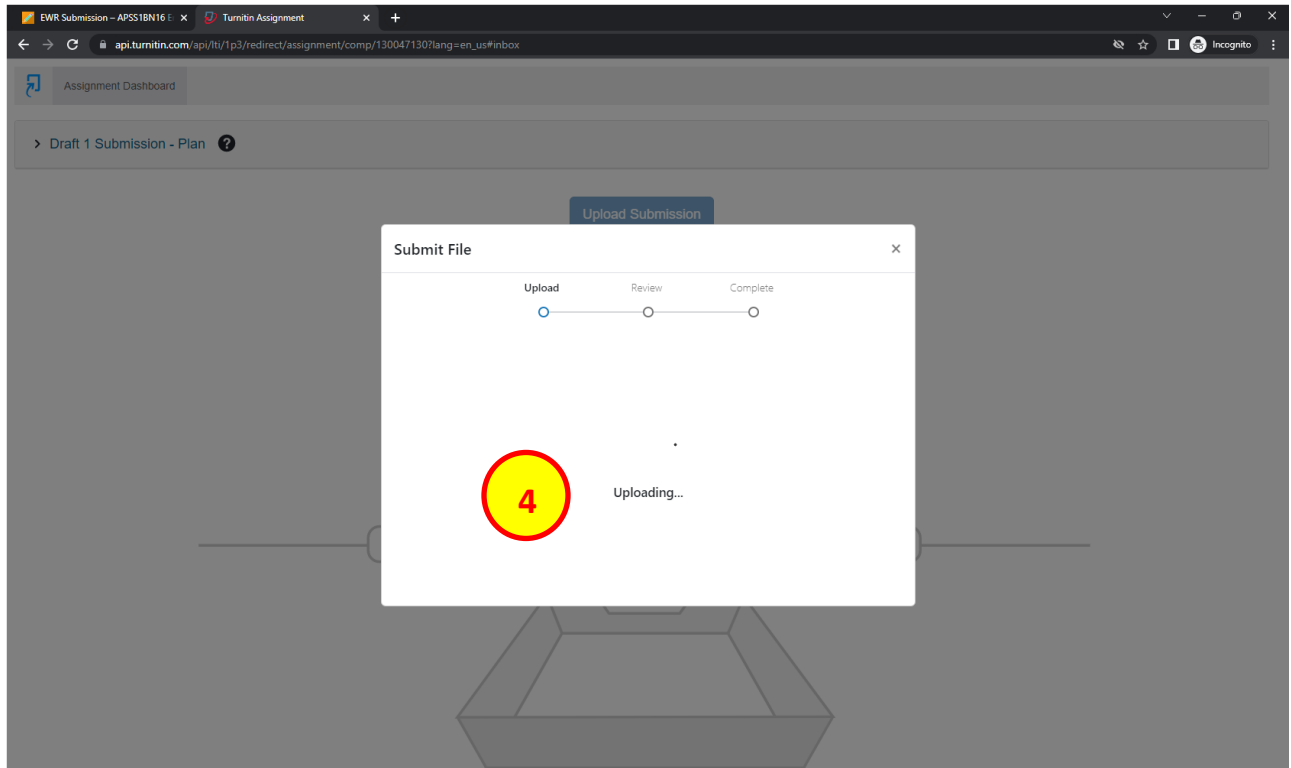
ATTENTION:

1. Assignments in Microsoft Word format are preferred for giving feedback on.
2. If you use a Mac computer, please make sure your file extension is **.doc or .docx, instead of .pages**. Wrong file format submission may be regarded as NO SUBMISSION.
3. Please submit Draft 1 and Draft 2 on the ELC's EWR site and NOT on your own subject site.
4. Every new attempt (submission) will override the previous one, so please make sure all submission file(s) is/are included in each SINGLE attempt.

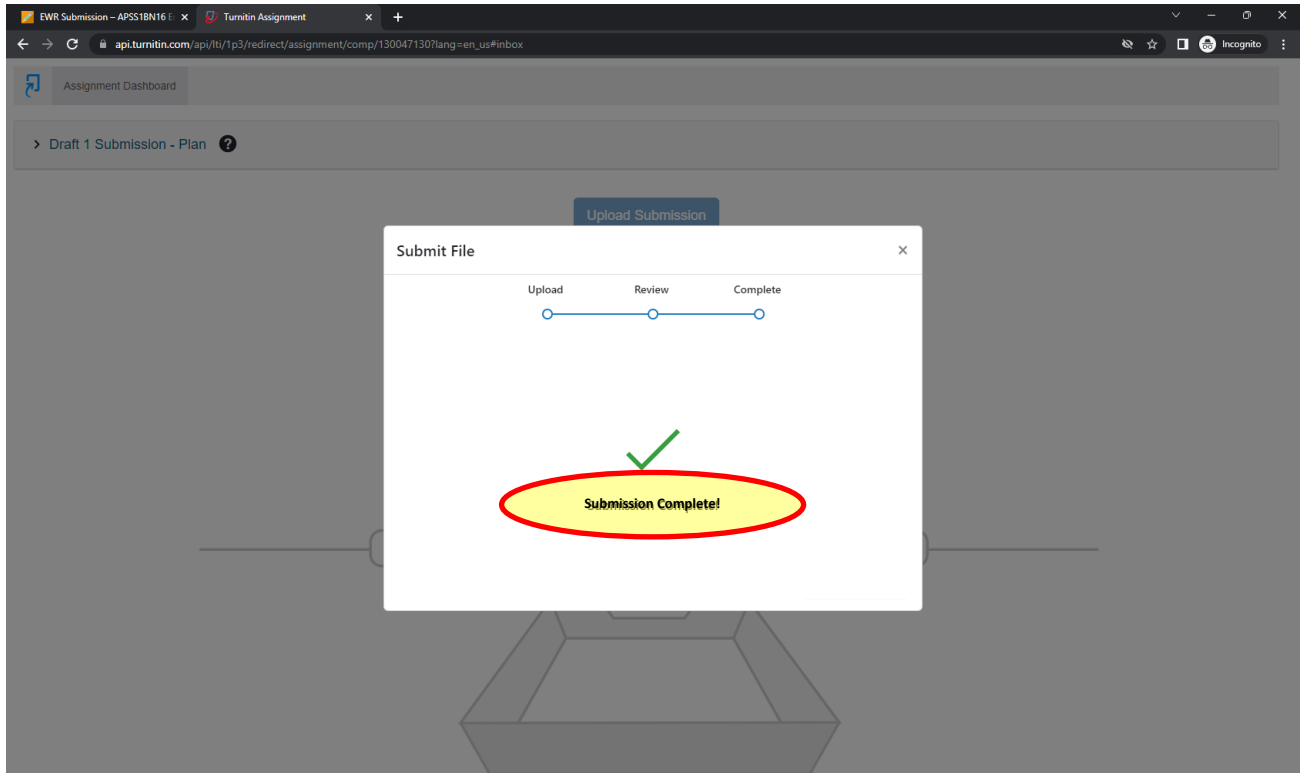
When submitting to Turnitin, you will see the following pages. Follow the prompts to upload your draft.



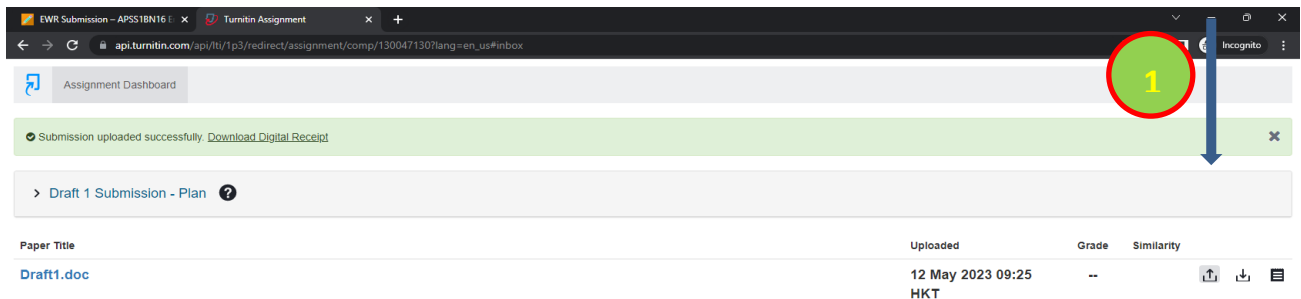




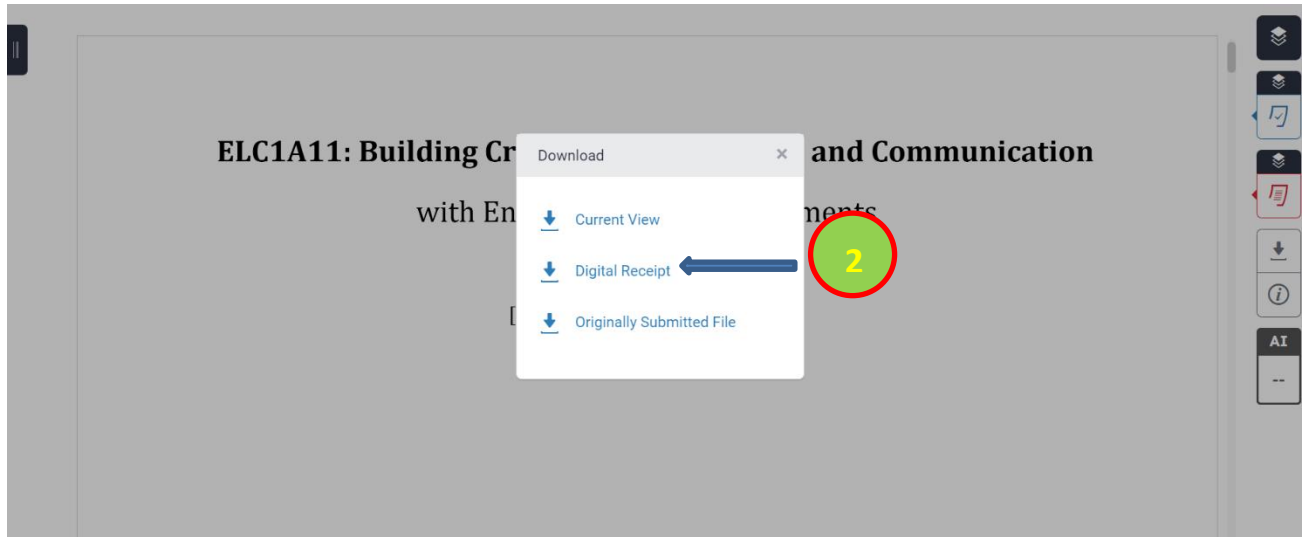
Ensure that your submission is completed as shown below after following the 5 steps above.



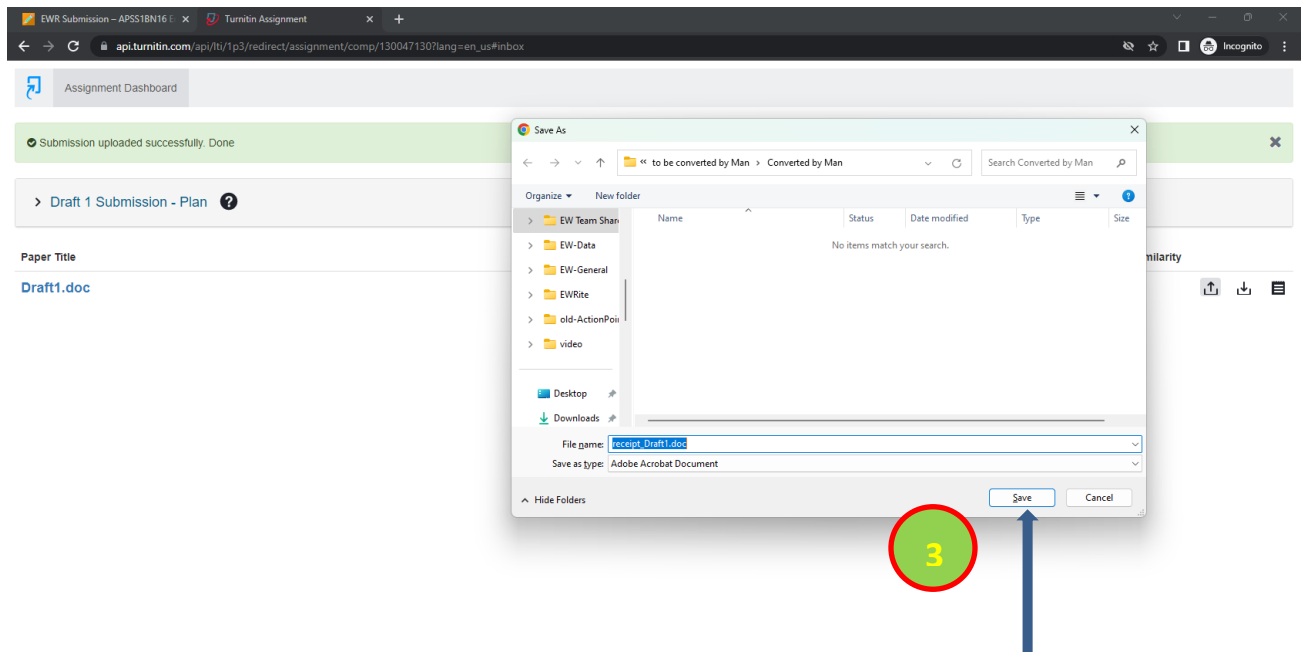
You should also download the digital receipt of your Turnitin submission. Do this by following the pages below. First, click on the download button shown by the arrow below.



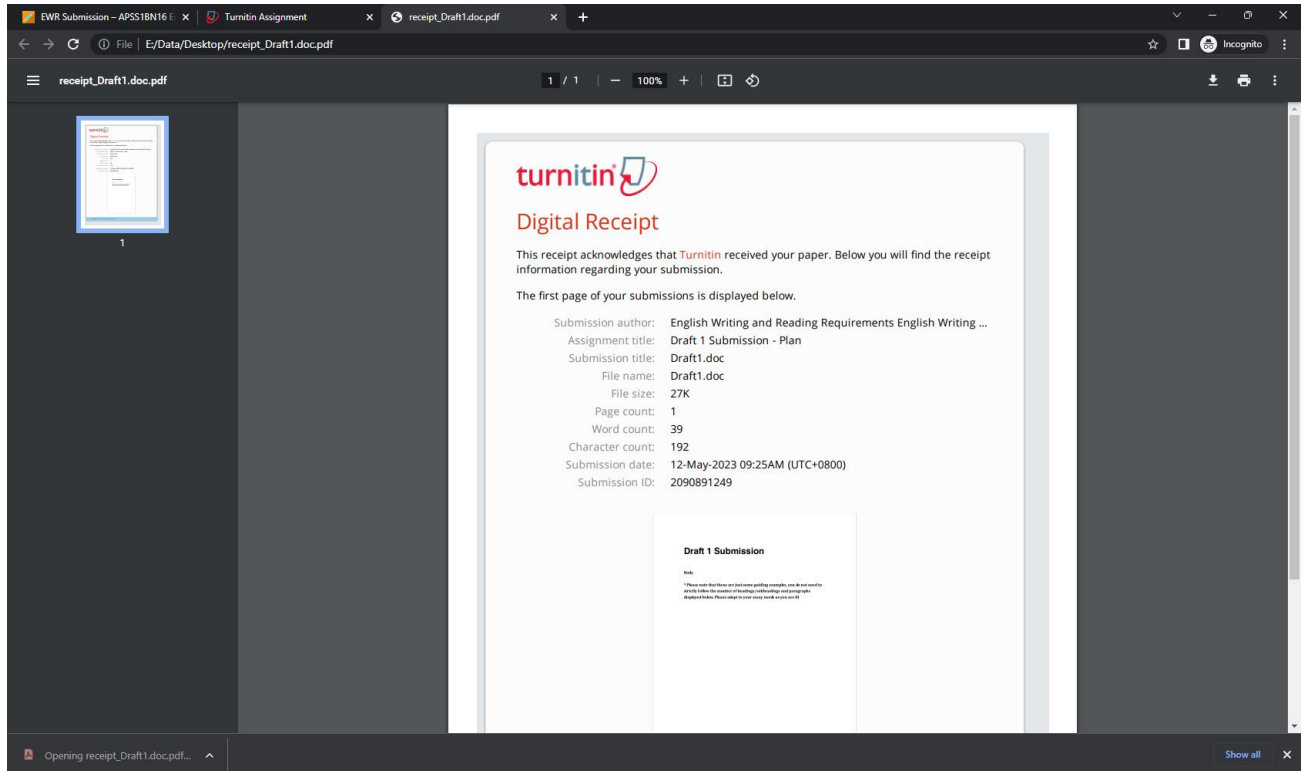
Then, you need to click on “Digital Receipt”.



Next, save the digital receipt.

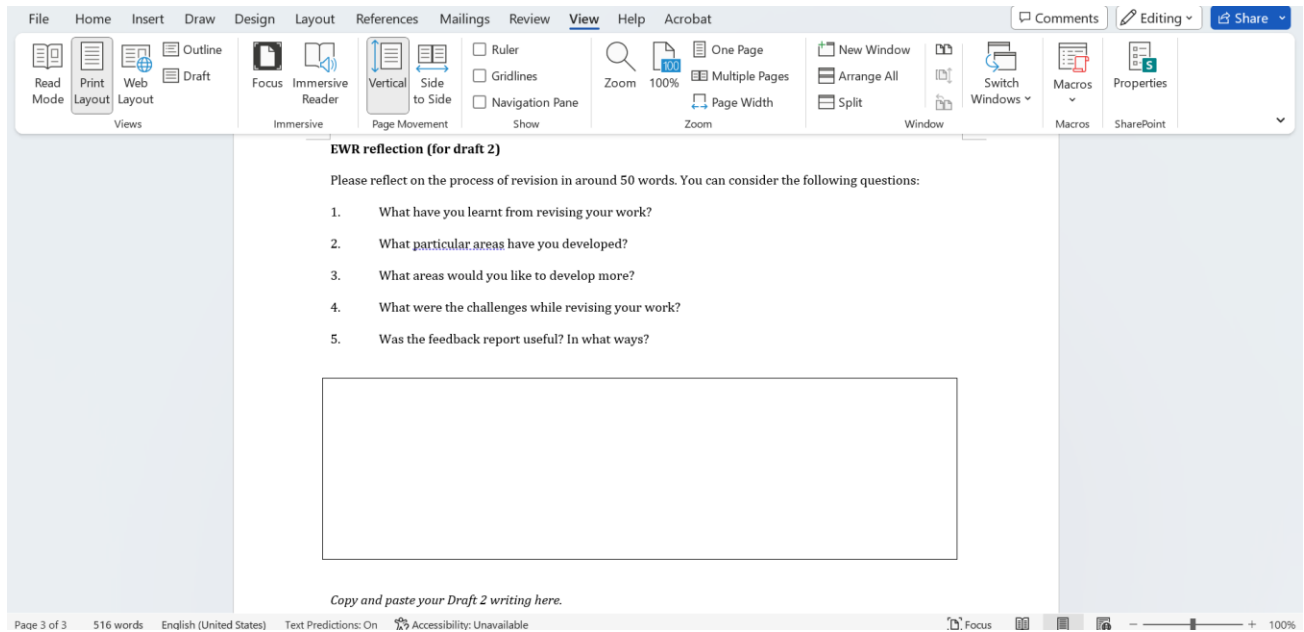


You should also check that your digital receipt has been successfully saved as shown below.



Step 3: Submitting your Draft 2 feedback reflection

For Draft 2, you need to submit your reflection. First, download the Draft 2 checklist, complete it, and then complete the EWR reflection. You will then copy and paste your Draft 2 underneath your reflection.



Step 4: Viewing your ELC teacher's feedback

To read your ELC teacher's comments, go to the "Draft Submission & Feedback" page.

The screenshot shows the ELC Trial (ELC_RW2019) interface. On the left sidebar, the 'Draft Submissions FEEDBACK' menu item is circled in red. The main content area displays two draft submission instructions:

- Draft 1 - plan submission**
Availability: Item is available, but some students or groups may not have access.
Enabled: Adaptive Release, Statistics Tracking
Use the attached file "Assignment Cover" for your submission. Input your personal information on page 1, and copy and paste your plan into the template on page 2. Make sure to save your document as a word file.
Notes:
 - Submission before: 8 OCT 2023 (SUN) 23:59
 - Rename the file to include the subject code and your name
 - You can submit your draft as many times as you would like before the submission deadline. Only the last submission will be counted.
 - If you experience any submission issues, please email elc_ewr@polyu.edu.hk
 - You will be able to book a consultation after the submission deadline.
 - If you use a Mac computer, please make sure your file extension is .doc or .docx, instead of .pages. Wrong file format submission may be regarded as NO SUBMISSION.
- Draft 2 Submission**
Availability: Item is hidden from students. It will be available after Nov 5, 2023 12:00 AM.
Enabled: Adaptive Release, Statistics Tracking
Use the attached file "Assignment Cover" for your submission. Input your personal information on page 1, tick the boxes in the checklist on page 2 and copy and paste your draft starting on page 3. Make sure to save your document as a word file.
Notes:
 - Word length: 900-1,000 words including revised and additional sections of writing
 - Submission deadline: 5 NOV 2023 (SUN) 23:59
 - Rename the file to include the subject code and your name
 - You can submit your draft as many times as you would like before the submission deadline. Only the last submission will be counted.
 - If you experience any submission issues, please email elc_ewr@polyu.edu.hk
 - You will be able to book a consultation after the submission deadline.
 - If you use a Mac computer, please make sure your file extension is .doc or .docx, instead of .pages. Wrong file format submission may be regarded as NO SUBMISSION.

Then click the corresponding link of the assignment (i.e. Draft 1 – plan submission / Draft 2 Submission). You will see a Turnitin page pop up similar to below--click on your submission file link:

The screenshot shows the Turnitin Assignment Dashboard. The table below displays the submission details:

Paper Title	Uploaded	Grade	Similarity
Draft1.doc	21 Feb 2023 14:11 HKT	--	0%

Then scroll down your draft and click on each comment bubble to view the details.

changed the trend rapidly. Parents watch the information and accept the consensus, which then leads to pressure on their children and surrounding, particularly females, to be aware of their bodies. While the family pays attention to their weight and diet, which ideas r [Referencing - Incorrect format]ia, it will cause females' higher reflection of their body image the health risk (Haworth-Hoeppner 2000). Haworth-Hoeppner (2000) and Herrman (2013) illustrated household' emphasis on the excess comment on appearance and thinness generated by female families [Referencing - Incorrect format] of internalization of negative body dissatisfaction and body image. Social [Referencing - Incorrect format] m for peers to int [Referencing - Incorrect format] t with the diverse domain of peopled and contains enorm [Referencing - Incorrect format] d with which "are saturat [Referencing - Incorrect format] with depictions of thin women" (Holmstrom 2004. [Referencing - Incorrect format] ment cultivates a "body hatred [Referencing - Incorrect format] eir body image, which [Referencing - Incorrect format] d with Grammar - Word forms controlling one's appetite. (Kilbourne, 1999, p.135) Females may feel anxiety about [Referencing - Incorrect format] physical appearance, so they state that eating disorders originate from constant self-objectification" (Choma, 2009, p.700).

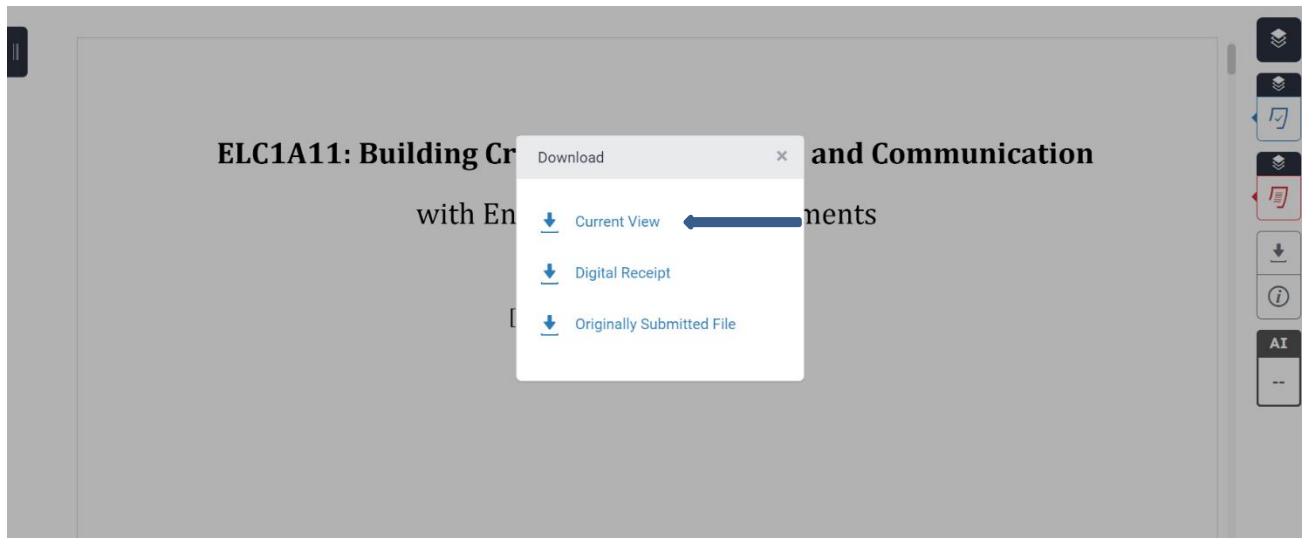
Page: 4 of 6 Word Count: 1831 Text Only Report High Resolution On

You can also generate a feedback report in pdf. Click on the download button shown by the arrow below, and then click "Current View". You will be able to read your ELC teacher's comments within your writing.

ELC1A11: Building Critical Thinking Skills and Communication
with English Writing Requirements

[Name of CAR tutorial teacher]

Download button highlighted with a red arrow.



PAGE 3



Comment 1

The Introduction: Your introduction is not very effective. Please keep in mind that an introduction is like a road map of the main things you will discuss in your entire report. It provides (1) the issue background with term definitions, if necessary, (2) an overall objective of your essay and (3) an overview of your essay (how it will be structured).

PAGE 4



Comment 2

Paragraph Length: This paragraph has appeared to have been too short. You are recommended to write around 8 to 12 lines for a well-established body paragraph that contains a topic sentence, your discussion with reference to sources and a concluding sentence.



Comment 3

Using "But" in the sentence beginning is too informal.



Comment 4