Course-Based SimChart®: Viewing Student SimChart Case Study Performance and Giving Feedback in Sherpath®
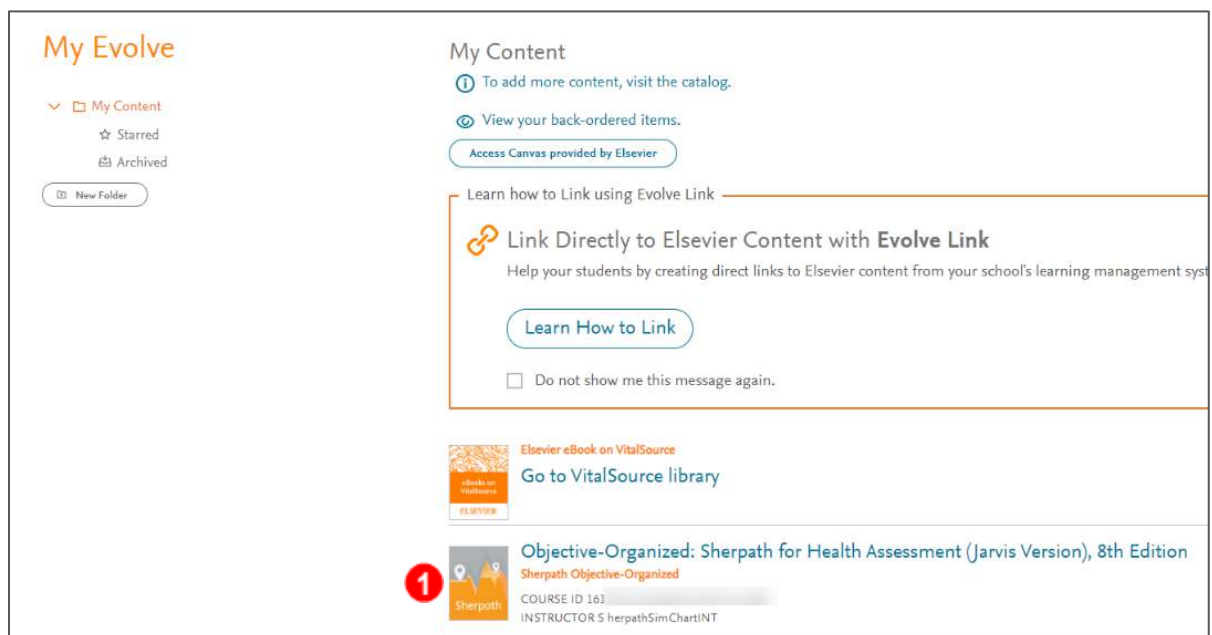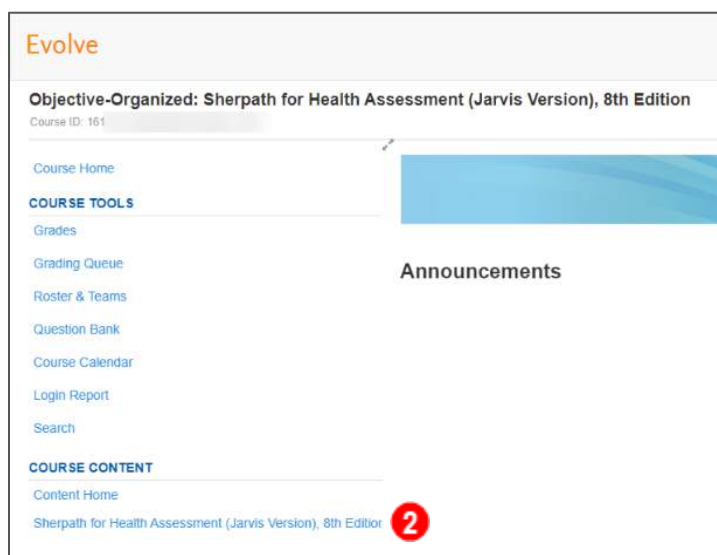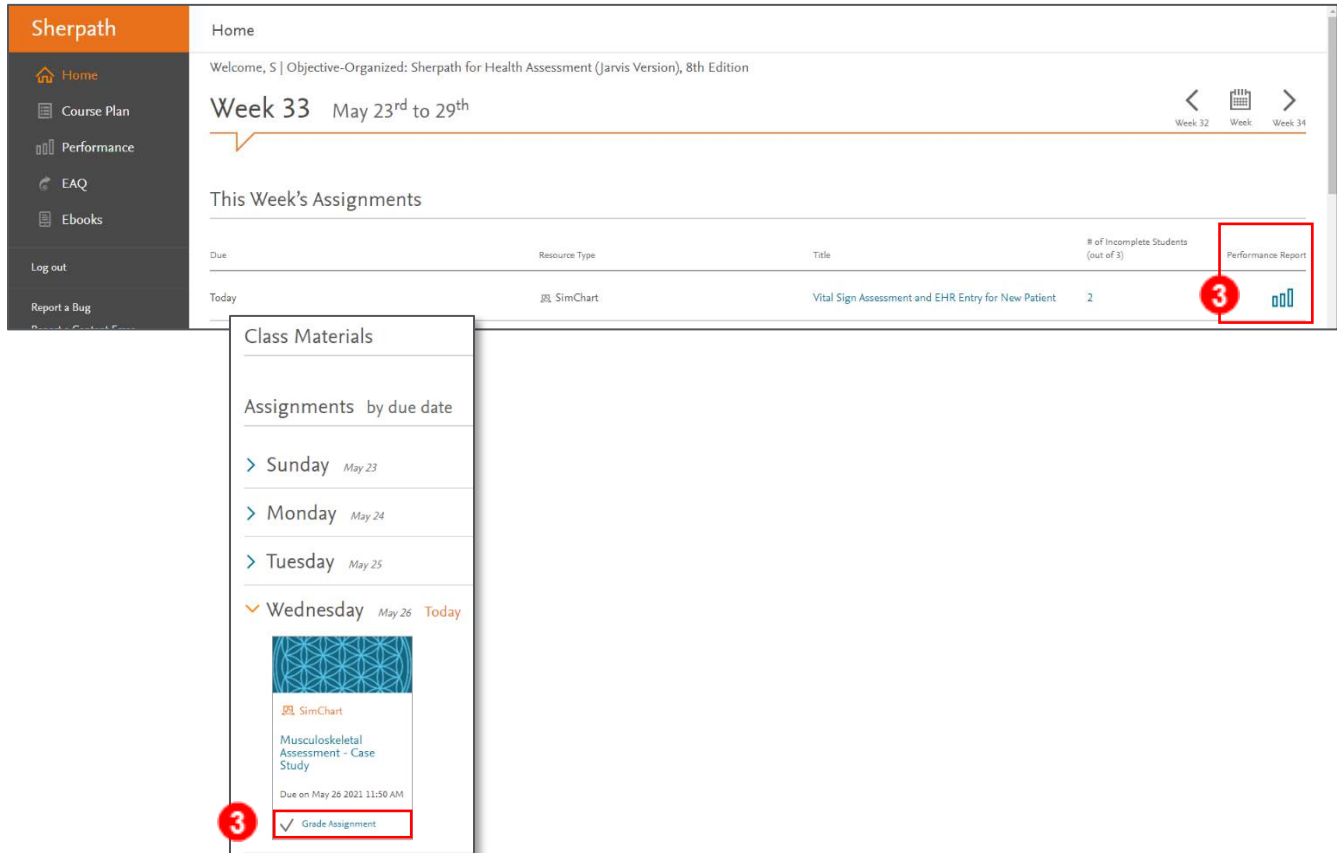
1. First, enter your Sherpath course. Your institution may have it hosted on their LMS instead of the Evolve LMS.

2. Then click the **Sherpath** link on the left in **Course Content** to enter Sherpath.

3. In Course-Based SimChart in Sherpath, can access SimChart assignment performance by clicking on the **Performance Icon** ⬛ at the far-right of any assignment title on the Home page. You can also access it by scrolling down in the same week to the relevant assignment tile in the **Class Materials** section and clicking the **Grade Assignment** link at the bottom of the tile.

4. From either place, you will proceed to the **Student grading progress** page where you can see details about the assignment in the upper area including **Start Date, Due Date, Grading type,** and number of **Students Submitted.**

In the list of students in the lower area, from left to right you can the **Assignment Status,** if/when **Started** and their **Time Spent,** whether you've provided **Feedback,** and the **Grade** status.

a. Above the student list from left to right, you can also search for a student directly in the **Search name** field, and filter the **Assignment Status** to show **All Statuses, Completed, In Progress, Not Started,** or **Past Due** assignments if desired.

5. Once a student has completed an assignment, the **Grade** will appear in the **Grade** column at the right (based on the scoring method chosen).

6. The student **Name** at the left will become clickable, and you can select it to drill down for more information about that student's assignment.

> The specific tiles and tabs available will vary based on assignment type and scoring method chosen. In **case studies,** starting at the top and moving left-to-right, you see the (a) **assignment name** and the **View EHR Charts** button (which takes you directly into the student's electronic health record, or EHR**),** below that the (b) **student** and **status,** below that the (c) cards showing **score** (based on the scoring method chosen), **date of assignment submission, Total Time Spent,** and **Charts Completed,** and below that the (d) **Chart Activity, Quiz Questions,** and **Case Study Information** tabs, with the **Chart Activity** tab open and showing the **Chart Comments** section.

ELSEVIER

7. Clicking on a chart will expand it. Click **View EHR Charts** in the expanded section to enter that chart.

8. Once in the chart view, in the bottom area you see the **Instructor Chart Comments** panel, which shows from left to right, the (a) **Back to Submission** link to return to the student's submission, the (b) **name** of the current chart, and the (c) **Instructor Chart Comments fly-up/fly-down arrow** at the right to expand/collapse the comment panel to see more of the chart. Below that is the (d) **Instructor Chart Comments** field to enter comments.

9. Make sure to click the **Save** button below the field to save any entered comments before navigating away from any particular chart. You will see a **confirmation** at the top center of the screen showing your comments were saved.

10. You can navigate directly to other charts using the navigation panel on the left of the screen, clicking a chart to drill down, or the blue back arrow to move up a level. You can also use the (a) **ChartFinder** (the **Search Charts** field) to search for other charts if desired, or click the (b) **Back to Submission** link in the top left of the comments panel, which we will do.

11. Back on the student's assignment page, you can continue looking at more charts (if the student used multiple charts).

12. Continuing with the tabs, you can click **Quiz Questions,** to the right of the **Chart Activity** tab to see the student's (a) **Score,** and the (b) **Answer Key** with **Incorrect** and **Correct Questions** tabs showing the questions, answers, and rationales for each.

13. Clicking the **Case Study Information** tab to the right of **Quiz Questions** shows you the same **Overview, Charts involved,** and **Phase** information you saw when you made the assignment.

14. Returning to the **Chart Activity** tab on the left, there is a field to enter (a) **Overall Comments** at the bottom. Make sure to click the (b) **Save** button below the field to save any entered comments before navigating away from the tab. You will see a (c) **confirmation** at the top center of the screen showing your comments were saved.

15. **NOTE:** The student will be able to see your comments on their submission report as soon as you save them. It will show how many charts have comments under (a) **Instructor Feedback** at the top right, and the (b) **Overall Comments** (if any) at the top of the main area, with the (c) **Chart Comments** below that.

16. Continuing with your assignment performance screen, when you are finished with a student, you can either continue to the next students either with the (a) **Next Student** button in the bottom right, or by selecting a student directly using the (b) **fly-down arrow** at the top left to the right of the student name, or you can close the current student performance screen by clicking the (c) **X close** icon in the top-left corner, which will return you to the Home screen.

You have completed looking at student case study performance and have entered feedback. You are now finished.

END OF GUIDE