A Student’s Guide to Beginning Criterion®

You’re on your way to becoming a better writer!
What does it take to become a better writer?

More Feedback
More Drafting
More Pre-Writing

Practice! Practice! Practice!
Criterion® Provides

- Pre-Writing Templates
- Immediate Feedback
- Opportunities to Revise
- Online Portfolio
- 24/7 Online Access
- Sample Essays
- Online Handbook
- Peer Dialogue
Self-register as a new user

If your received an email like the one above, copy the access code.
Go to the Criterion® Website

http://criterion.ets.org
Create your user account
Create your user account

Enter the access code provided by your instructor.

Enter your Last name, first name and middle initial.

Enter an email address if requested by your instructor.

Create a user name unique to your school.

Create a password. (6 characters minimum)

Create a security question and answer.

Click Submit.
Success message

Create User Account

Enter the access code that was provided by your institution or class instructor. This code will connect your account to the appropriate services available to you within the Criterion system. For non-students, the password that you provide must meet the following complexity requirements. The password must be at least 8 characters long. The password must contain at least 3 of the following 4 types of characters: capital letter, lower case letter, number, or special symbols (@#$%^&*). Passwords cannot be reused within a span of 5 password changes.

User Account Created Successfully

Click OK.
Enter your newly created user name and password.
Check for notices.

Click on the name of your class.
Begin an assignment

Click the Assignment tab.

View a topic.
Create a plan.
Begin a Draft.
Create a plan

Choose a plan type.

Enter text into your plan.

Click Save when your plan is complete.
View your completed plan

Click here to begin your draft, or click the Response tab.
Craft your response

Click the plan tab to toggle between your plan and the response. Copy and paste from your plan.

Review the instructions.

Type your essay directly into this box, or copy and paste your response from a word processing document.

Remember to Save frequently as you type. Click Submit when the essay is ready for evaluation.
Copy and Paste an Essay

You may copy and paste an essay from a word processing program. Press Ctrl-V, and a text box will appear. Paragraphing may be stripped out during copy and paste, so you will need to check this after pasting text. To paste the text into the Criterion writing screen, click OK.
Before you click Submit

Recheck the content of your essay by asking yourself these questions:

1. Do I have an introductory paragraph that creates interest in the essay, lets the reader know the general topic and tells the reader the main idea (thesis) of the essay?

2. Have I used topic sentences to address each of my main ideas and to announce the idea of each paragraph, tell the reader where the essay is going or to make a bridge between two paragraphs or main ideas?

3. Do my supporting ideas help to convince the reader that my main ideas are good ones? Have I told a story, given examples, reasons, details, or used metaphors or analogies to help the reader understand my ideas?

4. Do I have a concluding paragraph that restates my thesis, summarizes my main points and leaves the reader thinking about my topic?

5. Did I use transitional words and phrases to take the reader smoothly from one idea to the next?
View your feedback

View your Criterion Score.

View your Trait Level scores.

Click to view the full scoring guide.
View the Feedback Analysis Chart

Bars indicate the number of errors in each trait category. Click the bar to see a breakdown by specific error types.

Click here.

View the Writer’s Handbook.
View specific trait feedback for your essay

From the Response tab, click on each of the five categories to view specific feedback on your essay. Errors will be highlighted and roll over notes will provide information on each error.

Click the Writer’s Handbook for more information on any identified error.
Review your errors

Click here to revise your essay.
Instructor and Peer Review

Select a reviewer for Comments.

Roll your cursor over highlighted text to view comments.

View instructor and peer Dialogue.
Revise your essay

Click here for feedback from your instructor and peer reviewers.

When all errors have been corrected, review the content of your essay for further needed improvements. Check the Score Guide for guidelines.

Click here to submit your revised draft.

View error feedback on left and enter your corrections on the right.
Before you click Submit

Recheck the content of your essay by asking yourself these questions:

1. Do I have an introductory paragraph that creates interest in the essay, lets the reader know the general topic and tells the reader the main idea (thesis) of the essay?

2. Have I used topic sentences to address each of my main ideas and to announce the idea of each paragraph, tell the reader where the essay is going or to make a bridge between two paragraphs or main ideas?

3. Do my supporting ideas help to convince the reader that my main ideas are good ones? Have I told a story, given examples, reasons, details, or used metaphors or analogies to help the reader understand my ideas?

4. Do I have a concluding paragraph that restates my thesis, summarizes my main points and leaves the reader thinking about my topic?

5. Did I use transitional words and phrases to take the reader smoothly from one idea to the next?
Review a Peer’s Essay

Click the name of a member of your peer review group to comment on his or her submitted essay.
1. Drag to highlight a word or phrase about which you would like to make a comment.

2. Click Add Comment.

3. Enter your comment in the pop-up box and then click Enter.

4. Click SAVE after entering all comments.
Enter Dialogue

Enter your comment about the essay in the box on the right and click send.
Review your class activity

Click the Activity tab.

View all submitted plans and attempts.
What does it take to become a better writer?

Practice! Practice! Practice!
Better writing is in your future with Criterion®!