

WHOOPEE (For Teaching Team Members)

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This article is suited for members of the associated course's teaching team, and explains the basics of using the WHOOPEE peer grading app from an administrative perspective. (If you're looking for the student experience, please [click here](#).)

Before you start:

You will need the following before you can use WHOOPEE:

- A laptop or desktop PC (tablets and mobile are not supported)
- An updated web browser
- A PDF Reader for PDF metadata inspection (Acrobat is recommended)

What is WHOOPEE?

WHOOPEE is the **Wharton Online Ordinal Peer Performance Evaluation Engine** which allows students to anonymously submit, rank, and review assignments from their peers. The app from an administrative perspective operates through 4 phases: **Submissions, Rank & Review, Analytics, and Results**. Its basic workflow is:

1. **Submit Assignment.** Assignments are submitted through Canvas.
2. **Personally Identifiable Information (PII) Sanitation.** WHOOPEE anonymizes the submissions through metadata erasure, and assigns them random titles.
3. **Random Assignments.** WHOOPEE distributes to the student random batches of submissions from the student's peers.
 - The teaching team (consisting of the instructor and course TAs), at the instructor's discretion, will receive **Gold Standard** batches. This will be subsequently discussed.
4. **Student Review of Peers.** Student reviews the peer submissions, comments on them and ranks them in order of strength.
5. **Peer Comments Available.** Once the student has reviewed their peers' submissions, the student's own submission, with peer comments, becomes available to review.
6. **Results.** WHOOPEE displays the results of the assignment (including the student's grade).

WHOOPEE also provides some helpful context in addition to the grade of the submission itself. Examples include:

- The strength of the **batch** that the submission was in
- The strength of **each reviewer based on the rank that reviewer's submission received** (where the Gold Standard would be ranked equivalently to the top student's)
- The strength of **the student's own ranking of 5 submissions** (where mis-rankings will likely negatively affect the student's own ranking).
- **Peer responses** to the students' reviews of their submissions, to help indicate if the reviews were helpful or not.

All of this combined helps determine the grade for the assignment.

What is the Teaching Console, and What Does It Let Me Do?

The Teaching Console is a dashboard available for teaching team members that allows for easy viewing of students'

progress during the WHOOPPEE process. It will change slightly based on the current phase, but much of the functionality is similar from phase to phase.

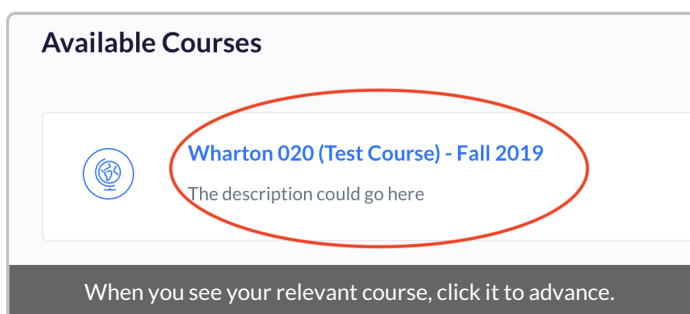
- **At-a-glance reporting** for student status, with filtering:
 - **Submissions Phase**
 - Students with successful submissions
 - Students that have not submitted yet
 - Students that have submitted, but have an anonymity check (PII) failure
 - This shouldn't be an issue, but if there is one, feel free to escalate to Wharton Computing's **WHOOPPEE Support**.
 - **Rank and Review Phase**
 - Reviews not started
 - Reviews partially completed
 - Concerns reported from a student on submissions they're reviewing (this is usually something along the lines of "I can tell who wrote this paper")
- **Singular or bulk actions** on students, including:
 - Reminding of student to complete assignment (as an editable template) from the app
 - Warning of student to anonymize submission (as an editable template) from the app
 - Singular or bulk e-mailing (no template) from the app
 - Immediate PII concern status clearing, to allow affected students to advance to the Rank and Review phase
 - This should be used for those cases where there is a **false positive** flag of a submission having non-anonymous information, and the teaching team can verify the submission as valid
 - As above, this shouldn't be an issue. But please report to **WHOOPPEE Support** if you need.
- **Report** downloads using CSV (comma-separated-value) files, for further manipulation in Excel or other spreadsheet software
- **Student Submission** downloads, individually
- **Removal/Deletion** of assignment (in case the assignment needs to be set up again)
- **Emulation of student experience**, similar to Canvas' emulation feature

Step-by-Step Guide

Here is an example of someone with administrative privileges going through an assignment with WHOOPPEE.

Intro: Courses and Assignments

1. Log into the WHOOPPEE app through the link provided in the assignment. You will then see the **Courses** page, which provides a list of courses.




2. Click on your course to advance to the **Assignments** page.
3. On the **Assignments** page, you'll see a list of **Linked** (assignments set up for WHOOPPEE) and **Unlinked** assignments, as well as their due dates and the current Status (or **phase**) that WHOOPPEE is in. Click the assignment that's relevant to you to advance to the **Submissions Dashboard**.





< Back to Courses

Wharton 020 (Test Course) - Fall 2019

Linked ← Set up for WHOOPPEE

Assignment	Due Date	Status
 Test Assignment #1 Click the assignment you're administering to advance!	4/30/2020 11:59:59 PM	Submissions >

Unlinked ← Not set up for WHOOPPEE

Assignment	Due Date	Status
 Final Exam	12/1/2019 11:59:59 PM	Not Setup >
 Test Assignment #1 (For Whopper)	8/31/2019 11:59:59 PM	Not Setup >
 Group Signup	9/24/2019 11:59:59 PM	Not Setup >
 Project	10/1/2019 11:59:59 PM	Not Setup >
















Be sure to check the Linked portion and click the assignment; Unlinked ones are not set up for WHOOPPEE.

Submissions Dashboard

1. On the **Submissions Dashboard**, you'll see all of the students' names, IDs, submission titles, submission date/time, the current submission status, and a link to download the submissions.

Delete the assignment Adjust the end date/time of the current phase
< Back to Assignments Active Refresh toggle button: Click this to have the page auto-refresh! Advance to the next phase To Analytics Download Selected File
Tell a Joke! Manual refresh button Take bulk actions here Download data as CSV; select all to download the whole dashboard!
 Current Phase: Peer Rank/Review Due 2/16/2022 7:00:00 PM

Filter students by status here

NAME	ID	TITLE	SUBMITTED	STATUS	LAST CONTACT DATE	DOWNLOAD
<input type="checkbox"/> Desdemona Test221	5594013	Mole	2/14/2020 8:19:38 AM	Ranked: 5/5 Commented: 5/5	N/A	
<input type="checkbox"/> Ernest Test222	5594014	Edible Frog	2/14/2020 8:18:42 AM	Ranked: 5/5 Commented: 5/5	N/A	
<input type="checkbox"/> Fern Test223	5594015	Bloodhound	2/14/2020 8:17:09 AM	Ranked: 5/5 Commented: 5/5	N/A	
<input type="checkbox"/> Gustave Test224	5594016	Field Spaniel	2/14/2020 8:16:23 AM	Ranked: 5/5 Commented: 5/5	N/A	
<input type="checkbox"/> Heinrich Test225	5594017	Anatolian Shepherd Dog	2/14/2020 8:15:51 AM	Ranked: 5/5 Commented: 5/5	N/A	
<input type="checkbox"/> Ishtar Test226	5594018	Spix's Macaw	2/14/2020 8:15:16 AM	Ranked: 5/5 Commented: 5/5	N/A	
<input type="checkbox"/> Jimmer Test227	5594019	Hummingbird	2/14/2020 8:14:43 AM	Ranked: 5/5 Commented: 5/5	N/A	
<input type="checkbox"/> Kali Test228	5594020	Tuatara	2/14/2020 8:14:02 AM	Ranked: 5/5 Commented: 5/5	N/A	
<input type="checkbox"/> Lavinia Test229	5594021	Pig	2/14/2020 8:13:23 AM	Ranked: 5/5 Commented: 5/5	N/A	
<input type="checkbox"/> Merlina Test230	5594022	American Coonhound	1/16/2020 3:28:35 PM	Ranked: 5/5 Commented: 5/5	N/A	
<input type="checkbox"/> Nero Test231	5594023	Border Terrier	1/16/2020 3:30:00 PM	Ranked: 5/5 Commented: 5/5	N/A	
<input type="checkbox"/> Odin Test232	5594024	Deutsche Bracke	2/24/2020 7:46:05 AM	Ranked: 5/5 Commented: 5/5	N/A	
<input type="checkbox"/> Penelope Test233	5594025	Sparrow	1/16/2020 3:31:33 PM	Ranked: 5/5 Commented: 5/5	N/A	
<input type="checkbox"/> Quinta Test234	5594026	Fire-Bellied Toad	1/16/2020 3:32:33 PM	Ranked: 5/5 Commented: 5/5	N/A	
<input type="checkbox"/> Raven Test235	5594027	Catfish	1/16/2020 3:34:37 PM	Ranked: 5/5 Commented: 5/5	N/A	

The **Submission Dashboard**. There are many tools available on each of the dashboards.

- o Other features to take note of, as outlined above in the screenshot:
 - The **Trash Can** icon next to the assignment name will **delete the assignment completely**. **Please make absolutely sure you want to delete the assignment before clicking it**; you'll be asked to

confirm, just in case you clicked it by accident. The assignment will then be removed and will have to be recreated; it **cannot be retrieved**.

- The Active Refresh button (the circular arrows) allow the data to refresh every minute.
 - You can also use the blue **Refresh** button below it to reload the data manually without having to refresh your entire browser window.
 - The **All Students** and **Actions** drop-down menus allow you to filter students and execute actions on the selected students (respectively).
 - The **check marks** next to the name allow you to select individual students. Check the box next to the **Name** column to select all students.
 - For example, you could select the student with the **PII Check Failed** using the check mark box, then click **Actions > Clear Concern** to remove that flag from their status.
 - The **download buttons** (the blue clouds with the arrows) enable you to download individual submissions.
 - If you plan on manipulating this data table in Excel, you can select all of the students using the check box in the top left and use the **Download Selected File** button to get all of the information you see on screen as a CSV file.
2. Once you've confirmed all expected students have submitted, you can click the **To Peer Review/Rank** button to close the **Submissions** phase. This will advance WHOOPPEE to the **Rank and Review** phase, and the students will automatically see the page change.

Rank and Review Dashboard

The **Rank and Review Dashboard** is very similar in view to the **Submissions Dashboard**. It is also searchable, filterable, and able to perform bulk actions. You can also download all the data as a CSV file, as with the Submissions phase.

The screenshot shows the Peer Rank/Review Dashboard. At the top, there is a navigation bar with a '< Back to Assignments' link, a 'To Analytics' button, and a 'Download Selected File' button. Below this, the assignment title 'Tell a Joke!' is displayed with icons for a list, a document, and a refresh. The current phase is 'Peer Rank/Review' and the due date is '2/16/2022 7:00:00 PM'. A search bar and filters for 'All Students' and 'Actions' are present. The main content is a table with columns: NAME, ID, TITLE, SUBMITTED, STATUS, LAST CONTACT DATE, and DOWNLOAD. The table lists eight students with their respective IDs, titles, submission times, and status (all 'Ranked: 5/5 Commented: 5/5'). Each row has a download icon. A footer message states: 'The Peer Rank/Review Dashboard will appear when you advance the phase to Peer Rank/Review.'

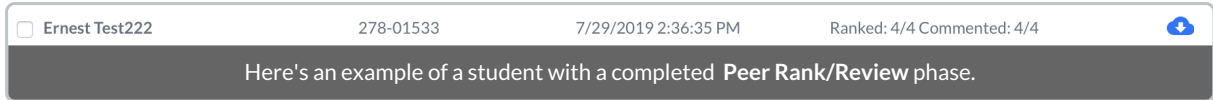
NAME	ID	TITLE	SUBMITTED	STATUS	LAST CONTACT DATE	DOWNLOAD
Desdemona Test221	5594013	Mole	2/14/2020 8:19:38 AM	Ranked: 5/5 Commented: 5/5	N/A	
Ernest Test222	5594014	Edible Frog	2/14/2020 8:18:42 AM	Ranked: 5/5 Commented: 5/5	N/A	
Fern Test223	5594015	Bloodhound	2/14/2020 8:17:09 AM	Ranked: 5/5 Commented: 5/5	N/A	
Gustave Test224	5594016	Field Spaniel	2/14/2020 8:16:23 AM	Ranked: 5/5 Commented: 5/5	N/A	
Heinrich Test225	5594017	Anatolian Shepherd Dog	2/14/2020 8:15:51 AM	Ranked: 5/5 Commented: 5/5	N/A	
Ishtar Test226	5594018	Spix's Macaw	2/14/2020 8:15:16 AM	Ranked: 5/5 Commented: 5/5	N/A	
Jimmer Test227	5594019	Hummingbird	2/14/2020 8:14:43 AM	Ranked: 5/5 Commented: 5/5	N/A	
Kali Test228	5594020	Tuatara	2/14/2020 8:14:02 AM	Ranked: 5/5 Commented: 5/5	N/A	

As with the **Submissions** phase, you can easily see the status of the students. The main status categories will be:

- **Reviews Not Started:** The student hasn't started the rank/review process yet.
- **Partially Reviewed:** The student started, but hasn't finished, the rank/review process.
- **Concern Reported:** The student in question has submitted a concern about one (or more) submissions within the batch they've received; the usual case is that there's something within the submission that could potentially identify the student that wrote it.
 - You should reach out to the student to get more info about the concern and escalate to the faculty member for further guidance if necessary. Once you're satisfied, you can check the box next to the

student and click **Clear Concern** under the **Actions** menu. The student's status will revert to the **Ranked X/X Commented X/X** status (if they're mid-ranking and review).

- **Ranked X/X Commented X/X**: This should indicate the student has completed the Rank and Review phase, where X is the number of submissions in the batch. The usual number will be 4 or 5 per batch, so it should look something like the example below.



Note: There is no need for students to rank and review all submissions in one sitting. The student can easily review one and come back to review others later.

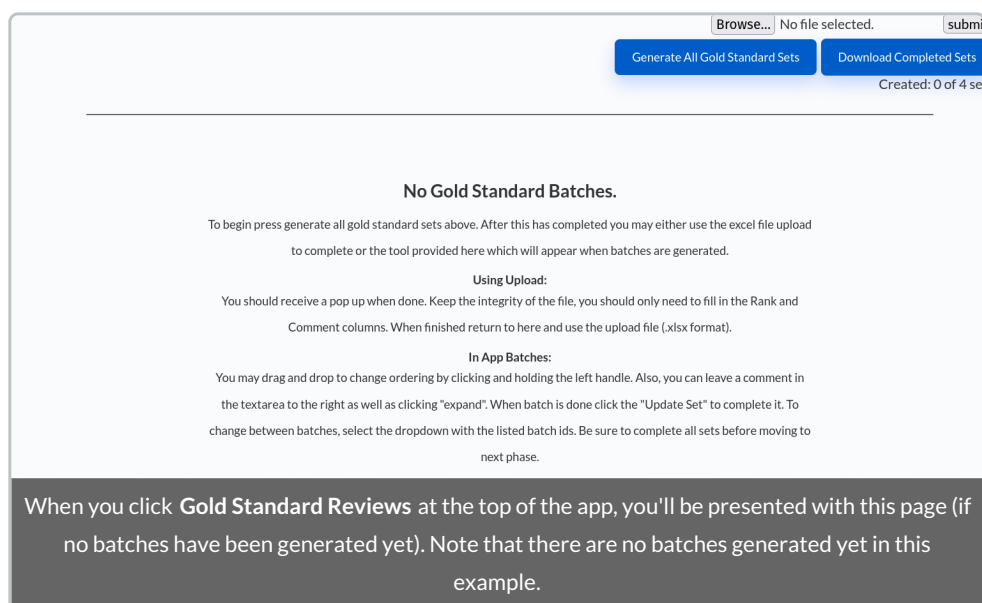
When all students have completed the **Rank and Review** phase (all statuses should say **Ranked X/X Commented X/X**), you can click the **Run Algorithm** button at the top to advance to the **Algorithm** phase.

Gold Standard Reviews

Gold Standard Reviews are ranks/reviews conducted by the teaching team. Use the following steps to generate Gold Standard batches for review.

1. Click **Gold Standard Reviews** at the top of the WHOOPPEE app.
2. Click **Generate All Gold Standard Sets** to begin the process.
3. Once the sets are generated, you have one of two options:
 1. Use the **Excel File Upload Tool** above the blue buttons (**Generate All Gold Standard Sets** and **Download Completed Sets**) to upload your batches downloaded from WHOOPPEE.
 2. Use the **In-App Batches Tool** on the page to update your sets from WHOOPPEE itself. This tool will appear once the batches are generated. This method excludes Excel completely.

We will cover both methods below. For now, you will see this page, which has abbreviated versions of the instructions below.



Using the Excel File Upload Tool

To use the Excel File Upload Tool:

1. Click **Download Completed Sets** to download the batches.
2. Open Excel and fill in the **Rank** and **Comment** sections. You shouldn't need to fill in any other fields; this keeps the integrity of the file intact.
3. When completed, return to the **Gold Standard Reviews** page, click **Browse** to select your file, then click **Submit** to upload the batch.
 - Be sure the file is in **.xlsx** format.
4. Repeat this process until all batches are completed. **Be sure to complete all sets before moving to the next phase.**

Using the In-App Batches Tool

To use the In-App Batches Tool:

1. Click and hold the left handle to drag and drop each submission and order them from highest to lowest rank (top to bottom, respectively).
2. You can leave a review by clicking **Expand** and filling your review in the text box on the right that appears.
3. When your batch is done, click **Update Set** to complete it.
4. To switch between batches, select the drop-down menu with the listed Batch IDs.
 - **Be sure to complete all sets before moving to the next phase.**

Here's an overview of what the page looks like, with some instructions embedded. Use the purple instructions for Excel rank and review, and the orange instructions for WHOOPPEE rank and review. Both will provide the same data; it's just a matter of personal preference.

The screenshot shows the WHOOPPEE Gold Standard Reviews page. The page has a navigation bar with 'Courses', 'Assignments', 'Participants', and 'Gold Standard Reviews'. Below the navigation bar, there are four steps: 'Confirm', 'Rank & Review', 'Respond', and 'Results'. The 'Rank & Review' step is active. The page displays a table of submissions with columns for 'Paper Title', 'Author', 'Rank', and 'Gold Standard Reviewed'. The first submission is 'Paper Title: Australian Shepherd' by 'Shveta Test236' with Rank 1. The 'Gold Standard Reviewed' column has an 'Expand' button. Below the table, there is a 'Download Completed Sets' button and a 'Generate All Gold Standard Sets' button. The status is 'Completed'. Annotations include: 1. Click this button to access this page! (purple arrow pointing to 'Gold Standard Reviews'); 2. Click here to create the Gold Standard Sets, then follow steps 3a-3c for Excel rank/review or steps 4a-4e for WHOOPPEE rank/review (blue arrow pointing to 'Generate All Gold Standard Sets'); 3a. If using the Excel tool, click this button to get the Excel file of the batch (purple arrow pointing to 'Download Completed Sets'); 3b. Once you've finished ranking and reviewing the submissions, click here to select your file... (purple arrow pointing to 'Browse...'); 3c. Then click here to submit! (purple arrow pointing to 'Submit'); 4a. If using WHOOPPEE to rank and review the submissions, the batches will appear here (orange arrow pointing to the table); 4b. Drag and drop your rankings by clicking and holding these fields (orange arrow pointing to the 'Rank' column); 4c. Enter in your reviews in these fields (orange arrow pointing to the 'Gold Standard Reviewed' column); 4d. Click this button when you're done with your batch (orange arrow pointing to 'Update Set'); 4e. Switch batches here, and make sure every batch has ranks and reviews before transitioning phases! (orange arrow pointing to the batch ID dropdown menu). A footer note states: 'The Gold Standard Reviews page lets you rank and review submissions in two ways.'

Analytics Phase

The Analytics phase uploads the submissions to AWS and runs the WHOOPPEE algorithm. This calculates the final scores for the students.

Once the algorithm is complete, you will receive a notification e-mail. You can then click **To Display Results** to

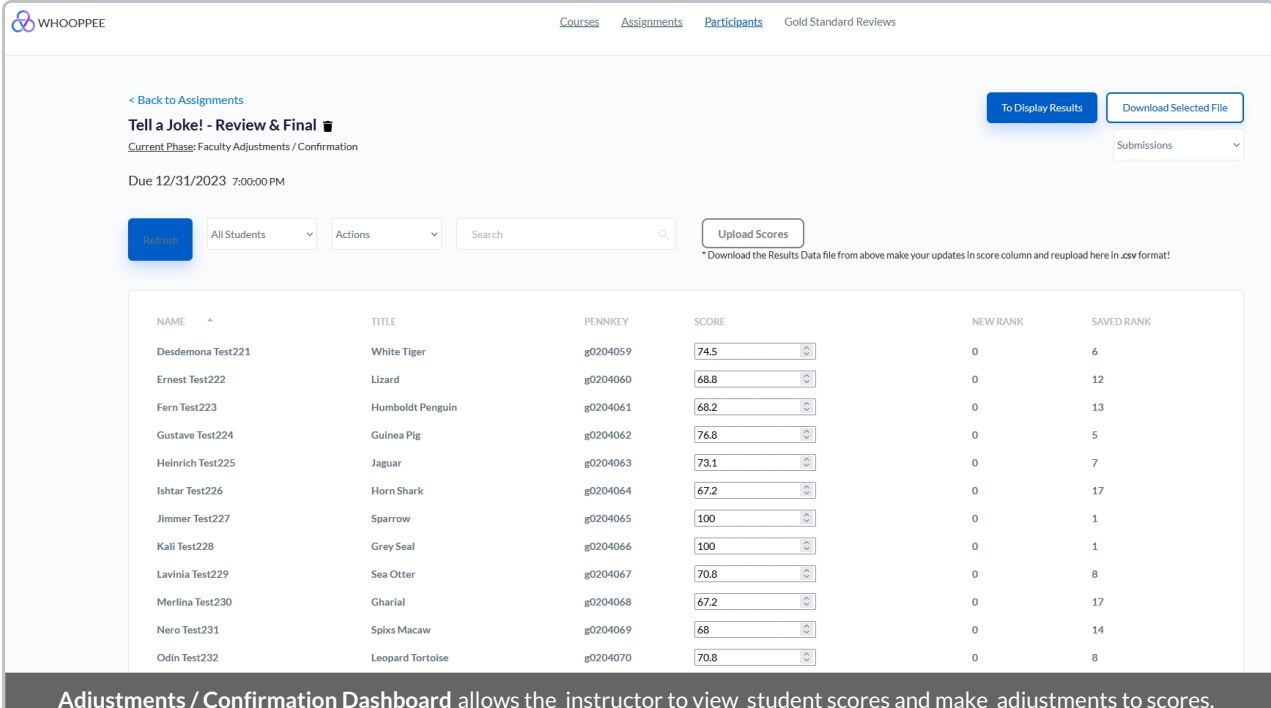
transition to the last phase, the **Results** phase.

- Contingent on how many students are in the course, the WHOOPPEE algorithm can take anywhere from a few minutes to a few hours to run completely. If you are unsure of the algorithm's status, please feel free to reach out to **Wharton Computing staff** and they will verify it.

Faculty Adjustments / Confirmation Dashboard

The faculty **Adjustments / Confirmation Dashboard** allows the instructor to view student scores and make immediate adjustments to scores before moving to the Result Dashboard where students are then notified that scores are ready.

- Once a score has been manually updated you will be presented with the **(Save)** option to accept changes.
- To update scores in bulk download the **Results Data** file make your updates in score column and re-upload in **.csv** format. Once accepted you can choose **(Save)** to complete the task.



WHOOPPEE

Courses Assignments Participants Gold Standard Reviews

< Back to Assignments

Tell a Joke! - Review & Final

Current Phase: Faculty Adjustments / Confirmation

Due 12/31/2023 7:00:00 PM

Refresh All Students Actions Search Upload Scores

* Download the Results Data file from above make your updates in score column and reupload here in .csv format!

NAME	TITLE	PENNKY	SCORE	NEW RANK	SAVED RANK
Desdemona Test221	White Tiger	g0204059	74.5	0	6
Ernest Test222	Lizard	g0204060	68.8	0	12
Fern Test223	Humboldt Penguin	g0204061	68.2	0	13
Gustave Test224	Guinea Pig	g0204062	76.8	0	5
Heinrich Test225	Jaguar	g0204063	73.1	0	7
Ishtar Test226	Horn Shark	g0204064	67.2	0	17
Jimmer Test227	Sparrow	g0204065	100	0	1
Kali Test228	Grey Seal	g0204066	100	0	1
Lavinia Test229	Sea Otter	g0204067	70.8	0	8
Merlina Test230	Gharial	g0204068	67.2	0	17
Nero Test231	Spixs Macaw	g0204069	68	0	14
Odin Test232	Leopard Tortoise	g0204070	70.8	0	8

Adjustments / Confirmation Dashboard allows the instructor to view student scores and make adjustments to scores.

Results Dashboard

In the **Results** phase, no action is required from a student-monitoring perspective, since the WHOOPPEE run is completed at this final phase. Students' statuses should all be marked as **Success**, aside from those that did not submit before the due date. The results can then be downloaded as a CSV file and viewed by the teaching team to verify the results and provide a more granular perspective.

See the example listed below (note that the Paper Author ID will be populated with the students' anonymous ID):

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Paper Title	Paper Author	Paper Author ID	Score	Score Rank	W Field	Borda Score	Borda Rank	Ignored	Created	Modified		
2	142-33154	Desdemona Test221	XXXXXX	70.1	10	0.0726112	52.03	19	0	2019-12-09	2019-12-09 16:04:35.052000+00:00		
3	239-47096	Ernest Test222	XXXXXX	67.3	17	0.01080226	82.28	4	0	2019-12-09	2019-12-09 16:04:35.909000+00:00		
4	049-46056	Fern Test223	XXXXXX	68.1	15	0.02808774	74.56	10	0	2019-12-09	2019-12-09 16:04:36.846000+00:00		
5	255-41736	Gustave Test224	XXXXXX	69.7	12	0.06459763	78.42	9	0	2019-12-09	2019-12-09 16:04:37.638000+00:00		
6	228-70155	Heinrich Test225	XXXXXX	66.9	19	0.00E+00	78.42	6	0	2019-12-09	2019-12-09 16:04:40.017000+00:00		
7	294-02057	Ishtar Test226	XXXXXX	72.5	5	0.12940795	70.7	13	0	2019-12-09	2019-12-09 16:04:40.033000+00:00		
8	163-60531	Jimmer Test227	XXXXXX	71.8	7	0.11331297	62.97	17	1	2019-12-09	2019-12-09 16:04:40.844000+00:00		
9	232-88582	Kali Test228	XXXXXX	70.6	8	0.08498126	82.28	5	0	2019-12-09	2019-12-09 16:04:41.664000+00:00		
10	023-91265	Lavinia Test229	XXXXXX	69.9	11	0.06870683	70.7	12	0	2019-12-09	2019-12-09 16:04:42.487000+00:00		
11	294-38274	Merlina Test230	XXXXXX	70.6	9	0.08472493	100	1	0	2019-12-09	2019-12-09 16:04:43.342000+00:00		
12	187-07728	Nero Test231	XXXXXX	66.9	18	0.00E+00	55.25	18	0	2019-12-09	2019-12-09 16:04:44.174000+00:00		
13	142-13116	Odin Test232	XXXXXX	67.4	16	0.01257404	86.15	3	0	2019-12-09	2019-12-09 16:04:44.996000+00:00		
14	066-61121	Penelope Test233	XXXXXX	68.9	14	0.04684372	74.56	11	0	2019-12-09	2019-12-09 16:04:45.836000+00:00		
15	275-65431	Quinta Test234	XXXXXX	69	13	0.04941836	78.42	8	0	2019-12-09	2019-12-09 16:04:46.625000+00:00		
16	018-51728	Raven Test235	XXXXXX	72.1	6	0.1193343	66.84	16	1	2019-12-09	2019-12-09 16:04:47.450000+00:00		
17	248-01226	Shveta Test236	XXXXXX	100	1	1	70.7	14	0	2019-12-09	2019-12-09 16:04:49.131000+00:00		
18	215-58365	Templeton Test237	XXXXXX	86	4	0.43528418	78.42	7	0	2019-12-09	2019-12-09 16:04:49.942000+00:00		
19	107-52162	Ursula Test238	XXXXXX	90.3	3	0.53334484	66.84	15	0	2019-12-09	2019-12-09 16:04:50.791000+00:00		
20	268-41649	Valkyrie Test239	XXXXXX	96.2	2	0.66721537	93.87	2	0	2019-12-09	2019-12-09 16:04:51.652000+00:00		

This CSV file contains a more granular view of the final results, to help explain how the final scores are calculated.

Technical Problems?

Because of the way web browsers interact with web applications, sometimes data can become "stuck" or otherwise not function as expected. This happens sometimes in WHOOPPEE, as well.

The simplest way to resolve most technical issues is to perform the following steps:

- Refresh your web browser.
- Clear your browser's cache and/or cookies.
 - Click the link for your particular web browser for instructions (it will open in a new tab):
 - [Chrome](#) / [Firefox](#) / [Safari](#) / [Opera](#) / [Edge](#) / [Brave](#)
- Attempt to use a **different web browser**, since different web browsers can render pages in slightly different ways.
- **Reboot** your device, or use a different one. WHOOPPEE should cache your progress in the cloud, so you should be able to pick up where you left off.

Troubleshooting

Questions?

Please contact [Wharton Computing](#) if you notice any technical issues not resolved by performing the steps in the previous section.