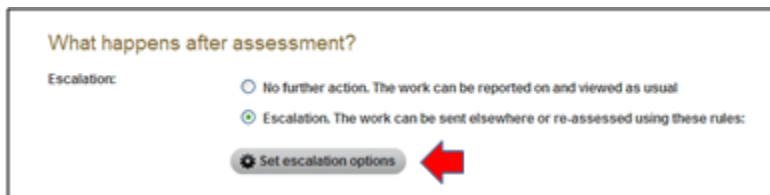


## Holding Scores during Escalation



On the 'Assessment Instrument' screen [1]

Figure 1. The 'Edit Assessment Instrument' screen



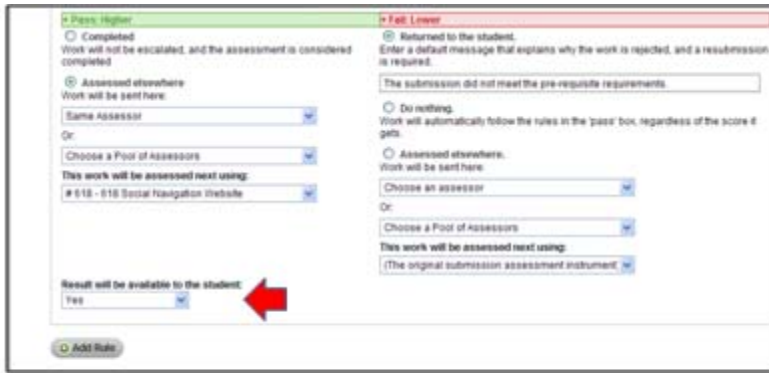
...select 'Set Escalation Options'. [2]

Figure 2. Set Escalation Options



Select the option to apply to the original submission scores [3]

Figure 3. Initial Assessment Hold Options



Select the option to apply to the score on each level of escalation. [4]

Figure 4. Select Final Hold option

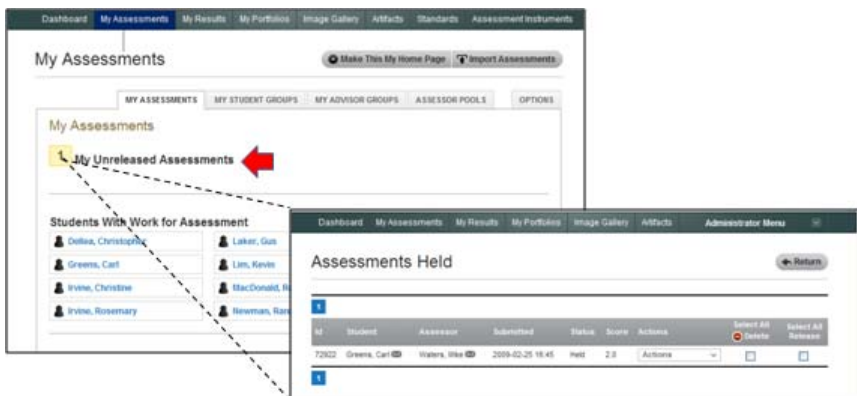


Figure 5. Unreleased Assessments

The Assessor can view unreleased assessments from the My Assessments screen. [5]

The assessor's option to release scores when the assessment is complete overrides holds placed on rubrics by escalation holds. [6]

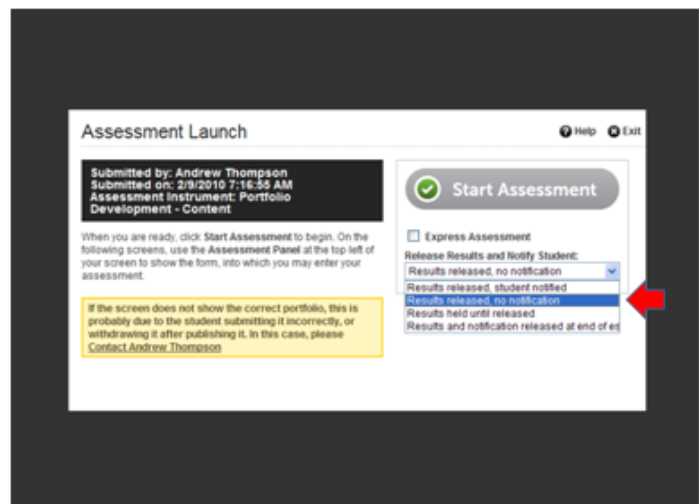


Figure 6. Assessor release and notify options