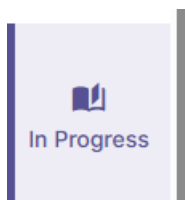


Scoring Directions for Instructors: CITI Submission Activity in Student Learning & Licensure

1. Log onto Student Learning & Licensure using the following link: <https://login.watermarkinsights.com/>
2. Select the Student Learning & Licensure Product
3. Select the “In Progress” option in the left menu



4. Select the course title to view the activity

In the Activities tab, click the activity title or the submission bar.

Red: Awaiting Submission from the student

Green: Awaiting Assessment

Blue: Scoring Done

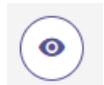


5. Select the student name in the Progress section:

Progress by Student		
Filter by All View Report BULK ACTIONS		
STUDENT NAME	SUBMISSION STATUS	ASSESSMENT STATUS
America, Captain	Not modified	
Lou, Elyssa	Not modified	
Test1, Student	Submitted Jun 02, 2026 at 01:22 PM	Awaiting Assessment
Test2, Student	Not modified	



You may download the document using the arrow



or view the document with the eye icon

6. Score the activity in the Assessment Panel using the rubric provided. Hover over the cell to click and score. You may also expand, score and add comments to the rubric by clicking on the “View Rubric Details” link.

Assessment Panel

Assessment & scoring
Fields marked with * are required.

Assessment Rubric*
[View Rubric Details](#) 

Elements	Received	Unclear/Res...
CITI Training Scan...		

[Clear Selection](#)

Activity Comments

There are no comments.

Assessors may add comments while completing the assessment by highlighting text within the student content.

7. Select the “Submit” button when you have completed scoring the student. You can also request a student revise and resubmit by selecting the “Request Revision” button.

Once scoring is completed the student’s assessment status will display “Done”

If you have any questions, please contact Donna North at dnnorth@umd.edu