

Richard Ingham -

Using Doc Appender & Google Forms for Peer Feedback

JALT Presentation – June 2021

Presentation Outline

- Introduction
- What is Doc Appender? Why do I use it?
- How Doc Appender works in class + Live Demonstration
- How to set up your form with Doc Appender (Live)
- Benefits & Limitations
- Other possible uses
- Q&A

Introduction

- **Richard Ingham**
- **Cambridge, UK**
- **12 Years in Japan**
- **British Council at a Private University in Japan**
- **Please put questions in the chat**

Doc Appender

What is Doc Appender?

- **Plug-in for Google Forms**
- **Collects information from multiple Google Forms, then sends it to one specific Google Document**
- **Can be used repeatedly**
- **Creates a running record of feedback**
- **Useful for peer feedback activities**

How and why I started to use Docappender

The idea came from a debate class

- Students were not listening to their peers during presentations
- When asked to give verbal feedback, most students were reluctant
- Research (Saito, 2016) notes benefits of PF in speaking classes
- I developed a paper form for F2F classes
- Not possible to use paper feedback in online classes
- Sought to digitise the paper method of feedback

How does Doc Appender work in class?

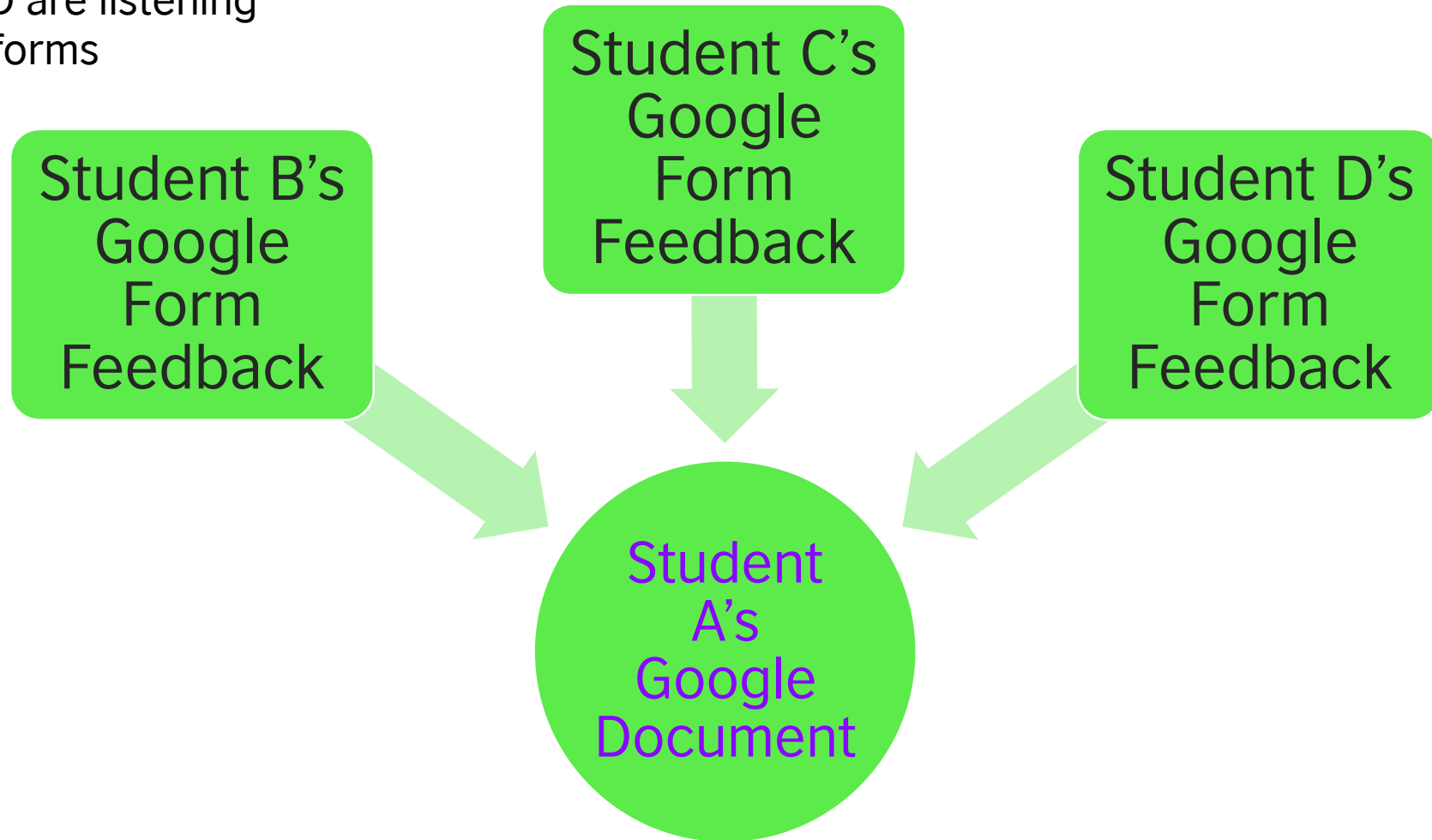
How does it work in class?

- I send students a Google Form
- As speaker presents, listeners type feedback comments on the Form
- Docappender takes information from all the Google Forms and sends it to the speaker's individual Google Document
- When finished, speakers can check feedback on their document
- Observers complete a new form for the next speaker

During Student A's presentation

Student A is presenting....

Students B, C & D are listening
and completing forms



Drive set up - check

Google Drive Set up

- I have set a google drive folder
- In the folder, each student has a named Google Document
- Each document is blank – no information is on it
- Feedback from each student observer is sent to these documents

Live Demonstration

Scenario – over to you

- You have just listened to Student A's presentation
- You are going to give some feedback to student A
- Write your name, check student A's name, type some feedback for student A, then submit
- Type “okay” when you have finished

Link to the Google Form

https://docs.google.com/forms/d/e/1FAIpQLSdUHVC03M_4oFSHU9VTpou7bCI9rU5fV1Jmbw1U5pT3qpdLvg/viewform?usp=sf_link

Downloading & Creating a form for class use

Benefits & Limitations

Benefits / Limitations

- **Keeps students focused / increases engagement**
- **Environmentally friendly – saves paper**
- **Feedback from peers & the teacher**
- **Set up once for multiple uses**
- **Relatively easy to set up**

Limitations

- **Typing speed can be an issue**
- **Use in return to F2F classes? (No PCs)**
- **Peer feedback training may be needed**

Other uses & ideas

- **Wherever necessary to collect data from multiple sources**
- **Students could give the teacher feedback**
- **Peer reading activities in a writing class**
- **Reflective activities at the end of a class**
- **Can be used anonymously if needed**
- **Could focus the form on taught material. E.g. Did your classmate use signposting? yes/no**

Questions – chat box