**Faculty Review of Student Posters**

Posters will **not** be made live in the Misericordia Digital Commons immediately; they will undergo a review process by you. When your students submit their poster presentations, they will identify their advisor(s).

You will receive an email message in your Misericordia University email from the Digital Commons system that you have submission(s) to review.

You will need an MU Digital Commons account in order to review your students’ posters.

To create an account:
- From https://digitalcommons.misericordia.edu/, click on My Account at the top of the page. At the bottom of the page is a link for you to create a new account.
- Click “My Account.”
- Create a free account by clicking “Sign up” under “Create new account.”
- Complete the form to create a user account.
- A confirmation will be emailed to the address you provide. Once you’ve confirmed your account, you will only need your email address and password to log in.

**How Reviews Are Submitted**

Once you have committed to the review, you will see the report upload form where you can register your decision. Please do not include comments directly for students; only the Digital Commons administrators see this information. If you have questions, please contact Maureen Cech, University Archivist and Special Collections Librarian, at mcech@misericordia.edu.

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**If you want students to revise, communicate with them directly rather than through Digital Commons. Any comments you make to the student are NOT sent to the student directly through the Digital Commons peer-review system.**

It’s best to approve posters **BEFORE** students submit them through Digital Commons.
Title: testnew
Status: under review

Current File(s):

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✔ I will review it  ❌ I will not review it