

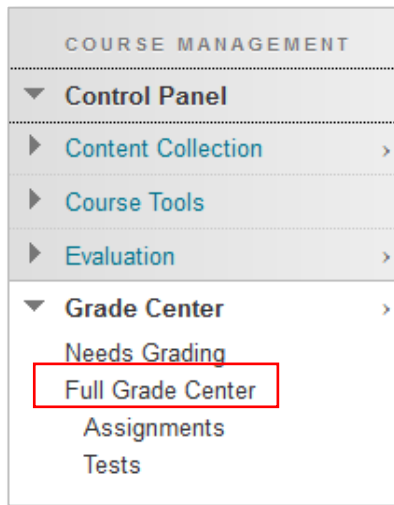
Grading with Rubrics



A rubric is a coherent set of criteria for students' work that includes descriptions of levels of performance quality on such criteria. This handout will explain how to grade with a rubric from the Full Grade Center and Needs Grading.

Grading with a Rubric from the Full Grade Center

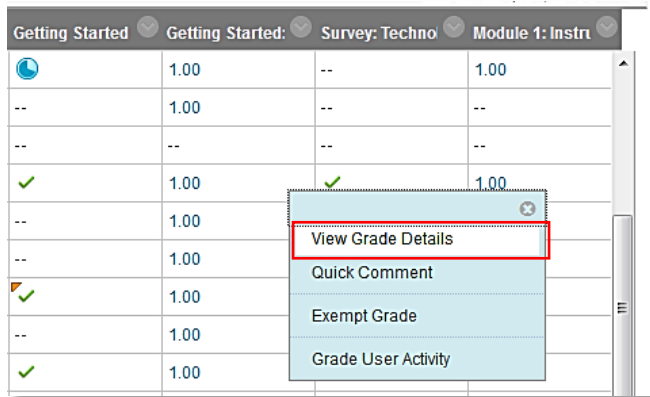
- a. Go to **Control Panel**→**Full Grade Center**



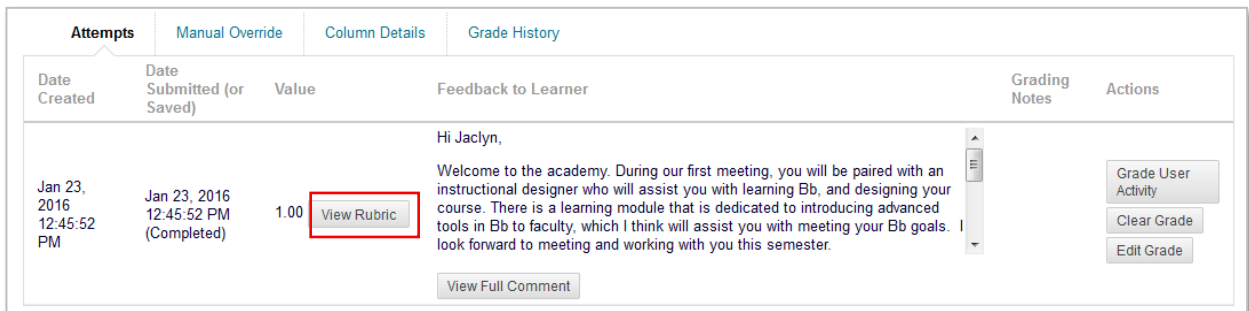
- b. Hover over the top right corner of the student's grade cell to access the drop-down arrow.

Student ID	Getting Started	Getting Started:	Survey: Techno	Module 1: Instr
0		1.00	--	1.00
	--	1.00	--	--
	--	--	--	--
0	✓	1.00		1.00
0	--	1.00	--	--

- c. Click on **View Grade Details**. Click on **View Rubric** to use the associated rubric for grading.



d. The **Grade Details** page will now open. Click on **View Rubric** to use the associated rubric for grading.



e. The rubric will then open in a new window.

	Criteria	Below Expectation	Developing	Meets Expectations	Exceeds Expectations
Content	0 (0%) Content: Include name, discipline, campus, experience with online or blended learning, and any experience with Bb. Shared what brought you to this session.	0 (0%) Does not adequately complete the discussion with an introduction.	.22 (21.78%) Discussion is lacking information about the author.	.29 (29.04%) Discussion includes some information, but leaves the reader wanting to know more.	.33 (33%) Discussion introduction is clear and concise, organized in a way that flows smoothly.
Organization	0 (0%) Respond to at least one of your colleagues' posts.	0 (0%) No response.	.22 (22.44%) Responded using a couple of words.	.3 (29.92%) Responded appropriately, using 2 or more sentences.	.34 (34%) Responded more than once, or to more than one participant in an appropriate way.
Grammar	0 (0%) Spelling, Grammar, Mechanics	0 (0%) Errors make reading and comprehension difficult.	.22 (21.78%) Frequent Grammar, spelling, mechanics errors.	.29 (29.04%) Minimal grammar, spelling, mechanics errors.	.33 (33%) No grammar, spelling, mechanics errors.

- f. Once you have used the rubric to determine a grade, go back to the **Grade Details** page and click **Grade User Activity**.

Attempts		Manual Override	Column Details	Grade History
Date Created	Date Submitted (or Saved)	Value	Feedback to Learner	Grading Notes
Jan 23, 2016 12:45:52 PM	Jan 23, 2016 12:45:52 PM (Completed)	1.00 View Rubric	<p>Hi Jaclyn,</p> <p>Welcome to the academy. During our first meeting, you will be paired with an instructional designer who will assist you with learning Bb, and designing your course. There is a learning module that is dedicated to introducing advanced tools in Bb to faculty, which I think will assist you with meeting your Bb goals. I look forward to meeting and working with you this semester.</p> <p>View Full Comment</p>	<div style="border: 1px solid red; padding: 2px;">Grade User Activity</div> Clear Grade Edit Grade

- g. The **Grade** page will now open.
1. Enter a **Grade**.
 2. Provide **Feedback** to the student.
 3. Optionally, override the points assigned.
 4. Click on **Submit**.

GRADE 1/23/16 12:45 PM (c) a 1/1

GRADE BY RUBRIC

[DISCUSSION OF EXAMPLE WRITING](#) Used for Grading

FEEDBACK TO LEARNER (b)

Hi Jaclyn,

Welcome to the academy. During our first meeting, you will be paired with an instructional designer who will assist you with learning Bb, and designing your course. There is a learning module that is dedicated to

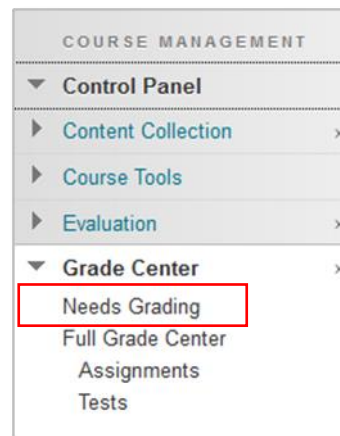
A

[Add Notes](#)


(d) [Cancel](#) [Save Draft](#) [Submit](#)

Grading with a Rubric from Needs Grading

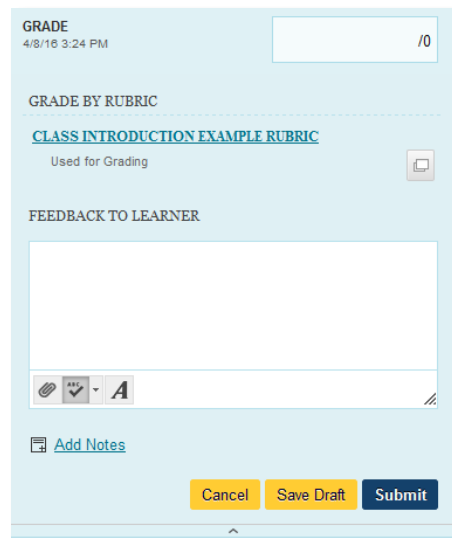
1. Go to **Control Panel**→**Needs Grading**



2. Click on the student's name.

Category	Item Name	User Attempt	Date Submitted 	Due Date
Discussion	Compare and Contrast Art Movements	Alexandra Belanich_PreviewUser	April 8, 2016 3:24:39 PM	

3. Follow the same directions as in step 7 in the previous instructions for grading from the **Grade Center**.



The screenshot shows a grading interface with the following elements:

- GRADE** section: A date and time stamp "4/8/16 3:24 PM" and a score input field containing "/0".
- GRADE BY RUBRIC** section: A link for "[CLASS INTRODUCTION EXAMPLE RUBRIC](#)" with the text "Used for Grading" and a copy icon.
- FEEDBACK TO LEARNER** section: A large text area for entering feedback.
- Below the feedback area: A toolbar with icons for erasing, undo, redo, and a dropdown menu showing the letter "A".
- Below the toolbar: A link for "[Add Notes](#)".
- At the bottom: Three buttons labeled "Cancel", "Save Draft", and "Submit".