

How to Create a Rubric

1. Create a Rubric

- a. Click on Course Tools, then Rubrics.

The screenshot shows the LMS interface. On the left sidebar, under 'COURSE MANAGEMENT', 'Course Tools' and 'Rubrics' are highlighted with red arrows. The main content area is titled 'Rubrics' and contains a table of existing rubrics. The table has columns for 'Name' and 'Description'. The rubrics listed are: '0 point rubric', 'Discussion Rubric', 'Essay question rubric', 'Test 3', 'test rubric 1', and 'Test rubric 2'. Each row has a checkbox on the left and 'Delete' and 'Export' buttons on the right.

Name	Description
0 point rubric	0 point rubric used for providing feedback.
Discussion Rubric	Test discussion rubric using percent range.
Essay question rubric	
Test 3	oukhjktj
test rubric 1	Rubric description can be added here (optional).
Test rubric 2	

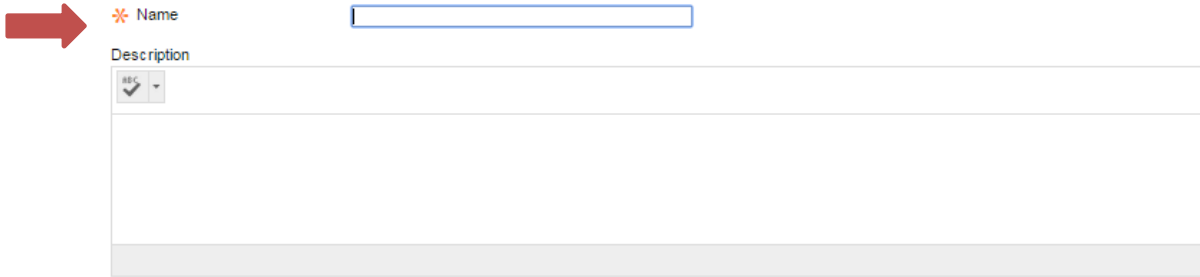
- b. Click on Create Rubric.

This is a close-up screenshot of the 'Create Rubric' and 'Import Rubric' buttons. A red arrow points to the 'Create Rubric' button. Below the buttons is a partial view of the rubric table from the previous screenshot, showing the 'Name' and 'Description' columns.

Name	Description
0 point rubric	0 poin
Discussion Rubric	Test d
Essay question rubric	


c. Name the rubric. Provide an optional description (not seen by students).

1. Rubric Information



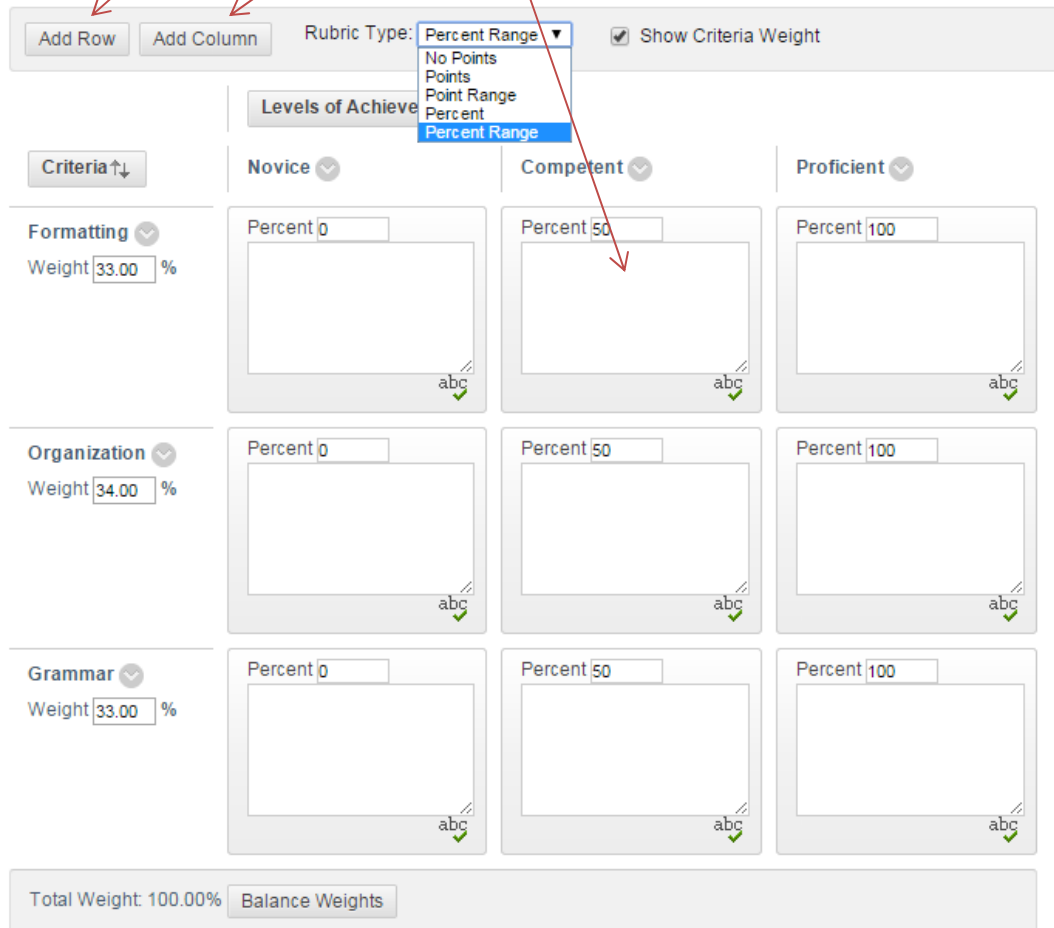
* Name

Description

d. Enter the rubric details. You can create rubrics based on points, a point range, percentage, a percentage range, or no points. You can also add rows (criteria) and columns (levels of achievement). You can edit the criteria titles and levels of achievement titles by clicking on the arrow . Enter descriptions for each level of achievement in the text boxes. Enter the weighting for the criteria (bellow shows 33%, 34%, and 33%).


2. Rubric Detail


The Rubric Grid lists **Criteria** (rows) for measuring **Levels of Achievement** (columns)





Add Row Add Column Rubric Type: **Percent Range** Show Criteria Weight




Levels of Achievement

Criteria 

Formatting  Weight %

Organization  Weight %

Grammar  Weight %

Novice  Competent  Proficient 

Percent 0 Percent 50 Percent 100

abc abc abc

Total Weight: 100.00%

e. Click Submit when finished.

3. Submit

Click Submit to proceed. Click Cancel to quit.

