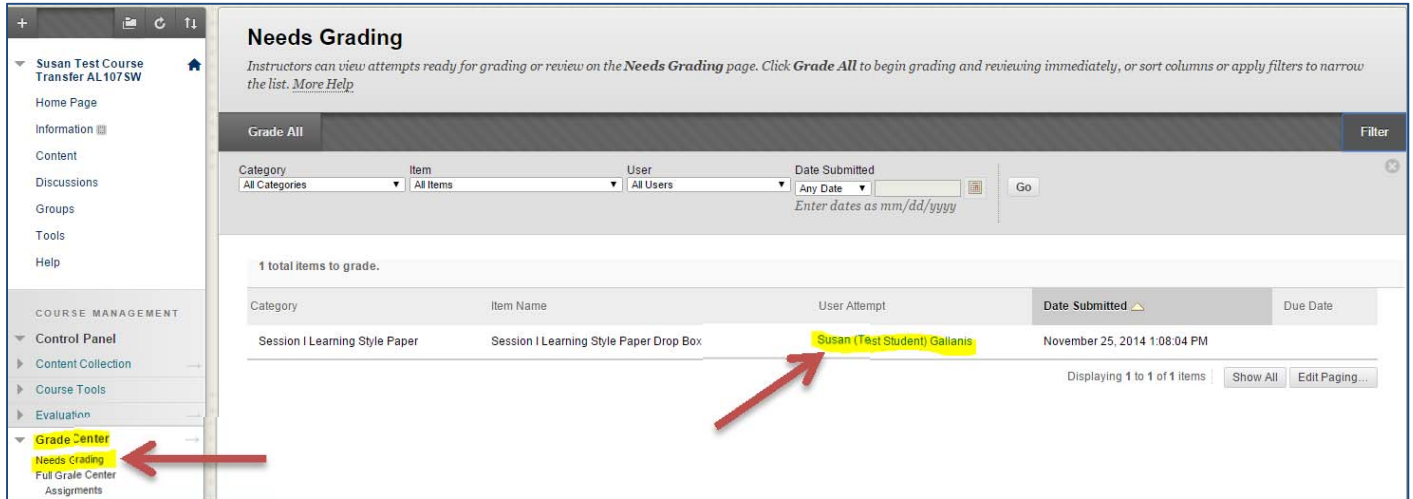


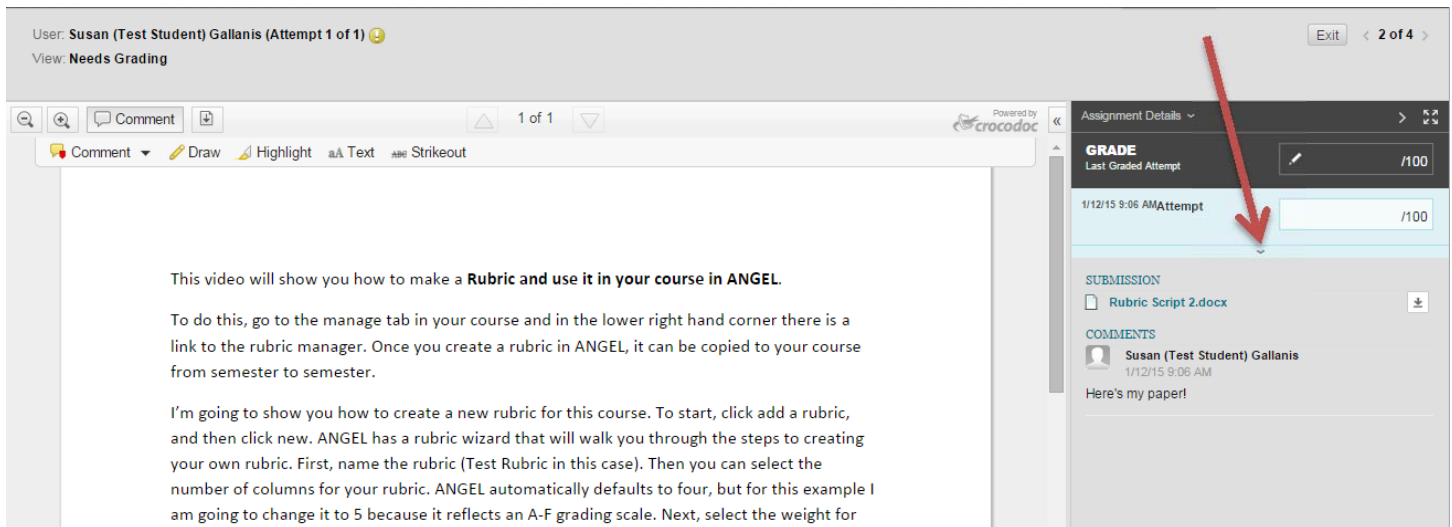
How to Grade an Assignment Using a Rubric

1. Grade an Assignment Using a Rubric

- a. Click on Grade Center, then click on Needs Grading. Click on the student name to show their assignment submission.



- b. You can enter comments and feedback without downloading the paper (inline grading). More information about inline grading is described in the Blackboard Basics session. To view and grade using the rubric, click on the mall arrow.



- c. Click on the rubric title to view the rubric.

Assignment Details

GRADE
Last Graded Attempt

1/12/15 9:06 AM Attempt

GRADE BY RUBRIC

[TEST RUBRIC 1](#) Used for Grading

FEEDBACK - SHOWN TO LEARNER

Character count: 0

[Add Notes](#)

- d. Click on Show Descriptions to show more rubric details. Click on Show Feedback to enter individual feedback. Click on the buttons to grade using the rubric.

Assignment Details

GRADE
Last Graded Attempt

1/12/15 9:06 AM Attempt

GRADE BY RUBRIC

[TEST RUBRIC 1](#) Used for Grading

Show Descriptions Show Feedback

THEISIS STATEMENT (15%)

Novice 10 (10%) points

Competent 15 (15%) points
31131313132

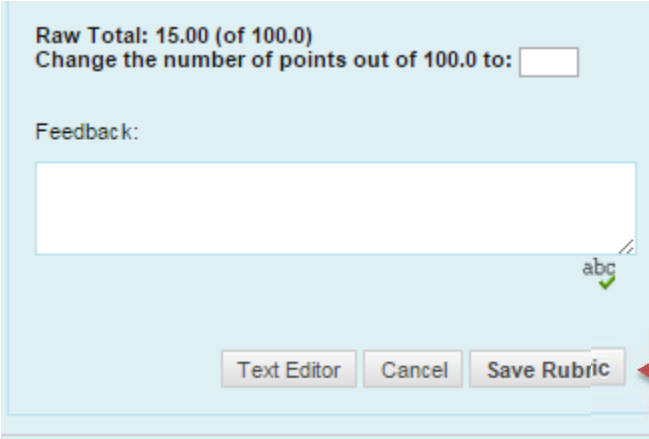
Proficient 18 (18%) points

New Column4 20 (20%) points

Feedback:

abc

- e. At the bottom of the rubric is another text box for overall feedback. When finished click Save Rubric.



Raw Total: 15.00 (of 100.0)
Change the number of points out of 100.0 to:

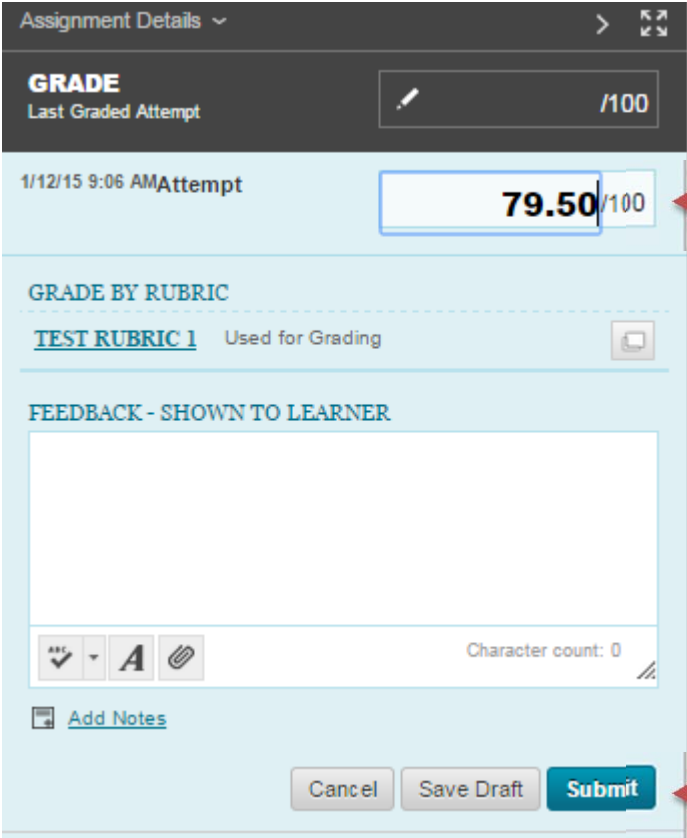
Feedback:

abc ✓

Text Editor Cancel Save Rubric

A red arrow points to the "Save Rubric" button.

- f. The score will be entered for you. Click Submit. The score will be added to the Grade Center and the student will receive the graded assignment with rubric details.



Assignment Details > ↗

GRADE /100
Last Graded Attempt

1/12/15 9:06 AM Attempt **79.50**/100

GRADE BY RUBRIC

TEST RUBRIC 1 Used for Grading

FEEDBACK - SHOWN TO LEARNER

Character count: 0

✓ A

Add Notes

Cancel Save Draft Submit

A red arrow points to the score "79.50/100" and another red arrow points to the "Submit" button.