



ECAMPUS TRAINING
BASIC

AT 314
HOW TO GRADE WITH RUBRICS

2014/2015



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Overview

Before grading with a rubric, you need to associate it with one of the following gradable items:

- Assignments
- Essay, Short Answer, and File Response test questions
- Blogs and journals
- Wikis
- Discussion board forums and threads

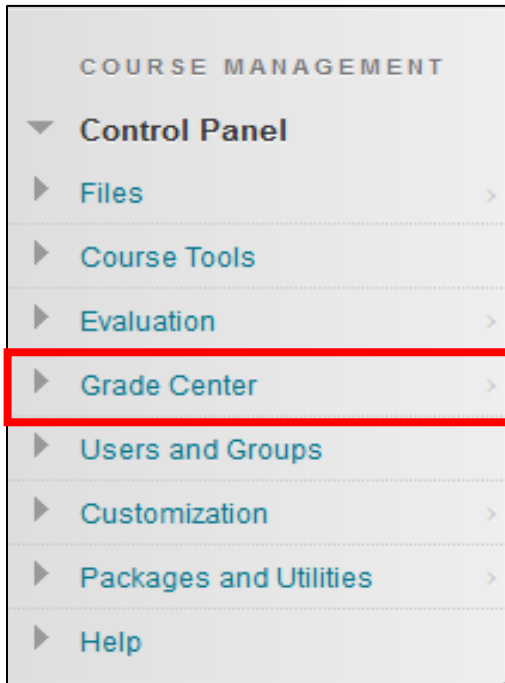
When the Rubric is the primary grade source, its tally, the **Raw Total** can be used. There are two ways to grade within a Rubric, you can select from cells that have a determined value or enter a value from a set range.

Note: The **Raw Total** displays the score rounded to two decimal places.

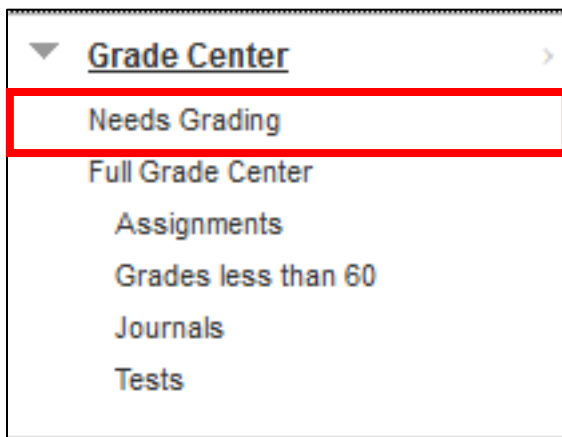
Locating Rubrics for Grading

After a gradable item has been associated with a **Rubric**, use the following steps to start grading.

1. From the **Control Panel**, choose **Grade Center**.



2. In the **Grade Center**, select the **Needs Grading** link



3. Select the student whose assessment needs grading.

Needs Grading
*Instructors can view attempts ready for grading or review on the **Needs Grading** page. Click **Grade All** to begin grading and reviewing immediately, or sort columns or apply filters to narrow the list. [More Help](#)*

Grade All Filter

Category: All Categories | Item: All Items | User: All Users | Date Submitted: Any Date
Enter dates as mm/dd/yyyy

2 total items to grade.

Category	Item Name	User Attempt	Date Submitted	Due Date
Test	Civil War 1/17/14	Ed Zeb	March 19, 2014 4:25:44 PM	
Assignment	HWK Essay 1	Ed Zeb	April 30, 2014 2:18:45 PM	

Displaying 1 to 2 of 2 items

4. The **Inline Grading** for the **Assessment** will appear.

Grade Assignment: HWK Essay 1
*Assign a grade and feedback for the current assignment attempt. Override the overall grade for the assignment by clicking the pencil icon in the grade field. Use the arrow buttons to navigate through or grade the attempts in the queue one at a time. If multiple attempts for a test have been allowed, a Student's grade is not released until all of the attempts have been graded. Click **Hide User Names** to grade attempts anonymously. Click **Show User Names** to display user information. [More Help](#)*

Jump to...

User: **Ed Zeb (Attempt 1 of 1)** < 2 of 2 >

View: **Needs Grading**

[Assignment Instructions](#)

1 of 2

Powered by crocodoc

Assignment Details

GRADE /100

Last Graded Attempt

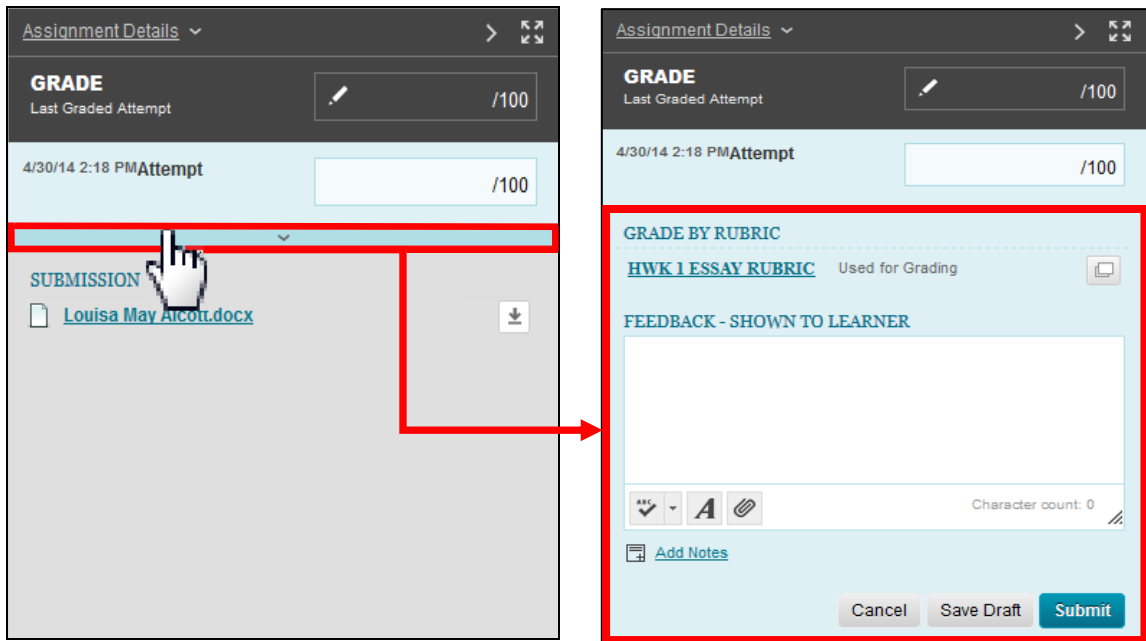
4/30/14 2:18 PM Attempt /100

SUBMISSION

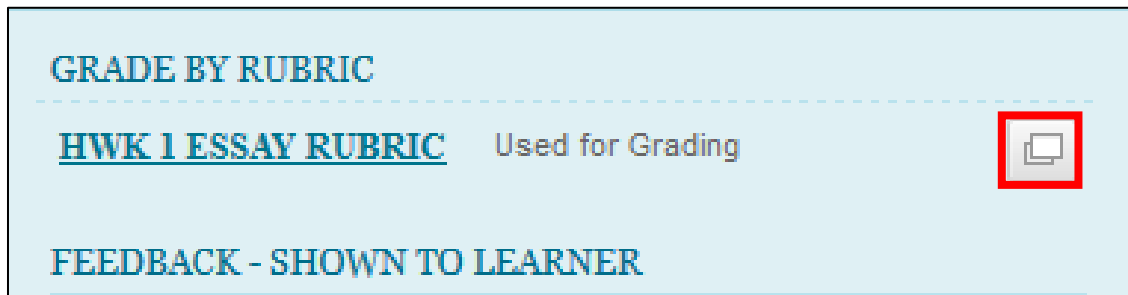
[Louisa May Alcott.docx](#)

Louisa May Alcott, the second daughter of Amos Bronson Alcott and Abigail "Abba" May was born in Germantown, Pennsylvania on November 29, 1832. At an early age, Louisa and her family moved to Boston, Massachusetts where her father pursued his teaching career by setting up the Temple School. Bronson Alcott was well known for his controversial teaching methods which relied more on student involvement and a belief that children should enjoy learning. In 1840 the family moved to Concord where prominent American author and close friend of the Alcott's, Ralph Waldo Emerson, helped the family to set up residence. Louisa enjoyed the county atmosphere of Concord and found her time divided between acting out plays with her sisters which she had written, and nature walks with Henry David Thoreau. In 1843 the Alcott family took part in an experimental communal village known as the Fruitlands. Here Bronson Alcott wished to further his beliefs in transcendentalism and bring his daughters a greater understanding of nature. Unfortunately the project failed and the

- If the **Rubric** is not immediately visible, click the drop down menu under **Attempt**.



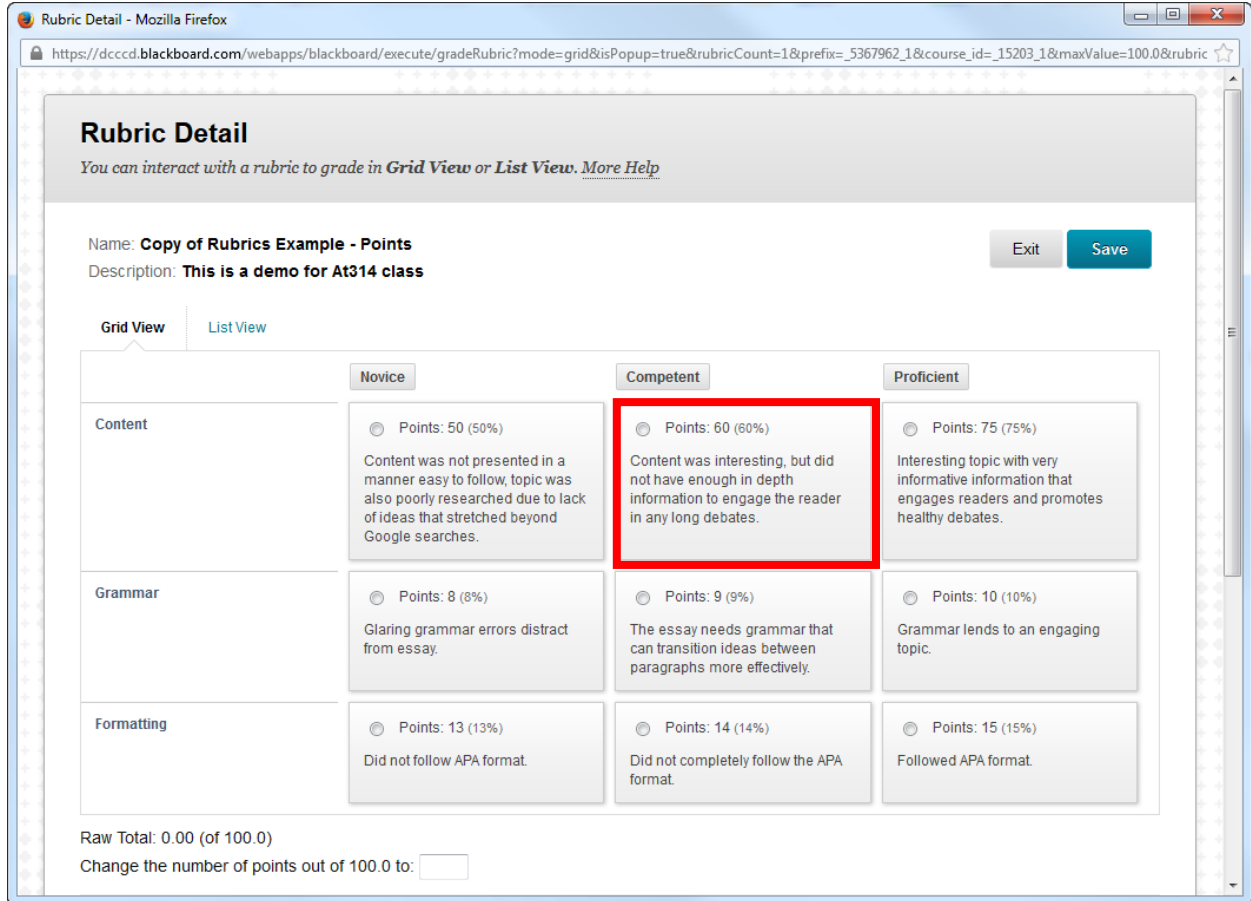
- Click the **Rubric Detail** icon to review or begin grading with the associated rubric.



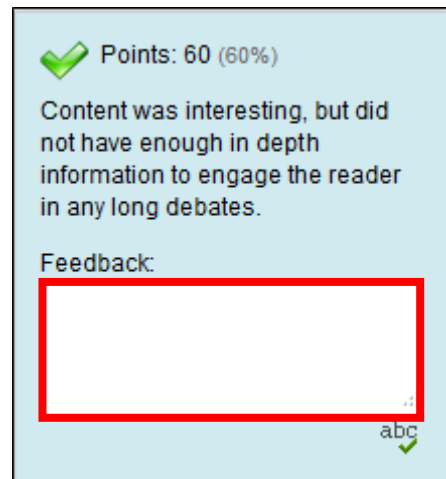
The following Rubrics will use examples of Grid Views as seen in the tutorial [Creating a Rubric](#).

Rubric Detail – Determined Value

7. In **Rubric Detail**, click a cell to apply that point value to the grade. To change the selection, click another cell in the same row.



Optional, you can provide **Feedback** to the student in the text box that appears when a cell is selected.



A running **Raw Total** score appears as you make point selections.

The screenshot shows a grading interface with three point selection options:

- Points: 13 (13%)**: Did not follow APA format. Feedback: [Empty text box]
- Points: 14 (14%)**: Did not completely follow the APA format.
- Points: 15 (15%)**: Followed APA format.

Below the options, the **Raw Total: 82.00 (of 100.0)** is displayed in a red box. Below that is a text input field: "Change the number of points out of 100.0 to: []".

NOTE: **Change the number of points** can override the **Raw Total**.

A close-up of the raw total and points change input field. The text "Raw Total: 82.00 (of 100.0)" is shown above the text "Change the number of points out of 100.0 to: []". The input field is highlighted with a red box.

- 8. You can type overall **Feedback** to the student using the full features of the **Content Editor**, but Students will not see Feedback unless you set the **Rubric Grading Score** to be visible to Students.

The screenshot shows a content editor for feedback. At the top, it says "Feedback Students will not see this feedback unless you set the rubric grading score to be visible to the students." Below this is a rich text editor with a toolbar containing various formatting options like bold, italic, underline, paragraph, font color, background color, bulleted list, numbered list, link, unlink, insert link, unlink, undo, redo, and a spell checker. Below the toolbar is a large text area for entering feedback, which is highlighted with a red box. At the bottom of the editor, it shows "Path: p" and "Words: 0". Below the editor, there is a "Name: HWK 1 ESSAY RUBRIC" and a "Description: This is a demo for At314 class". At the bottom right, there are "Exit" and "Save" buttons, with the "Save" button highlighted in a red box.

- 9. When grading is complete, click **Save** to save score and feedback.

10. The score from the Rubric now appears in Inline Grading.

Assignment Details

GRADE
Last Graded Attempt

4/30/14 2:57 PM Attempt

82.00 / 100

Rubric evaluation completed

GRADE BY RUBRIC

[HWK 1 ESSAY RUBRIC](#) Used for Grading

FEEDBACK - SHOWN TO LEARNER

Character count: 0

Cancel Save Draft **Submit**

11. To save the score, select **Submit**.
12. The new grade can now be seen by students and in your Grade Center.

Grade Center : Assignments

When screen reader mode is on the table is static, and grades may be entered on the Grade Details page, accessed by selecting the table cell for the grade. When screen reader mode is off, grades can be typed directly into the cells on the Grade Center page. To enter a grade: click the cell, type the grade value, and press the Enter key to submit. Use the arrow keys or the tab key to navigate through the Grade Center. [More Help](#)

Create Column Create Calculated Column Manage Reports Filter Work Offline

Move To Top Email Sort Columns By: Layout Position Order: Ascending

Grade Information Bar Last Saved: May 1, 2014 10:24 AM

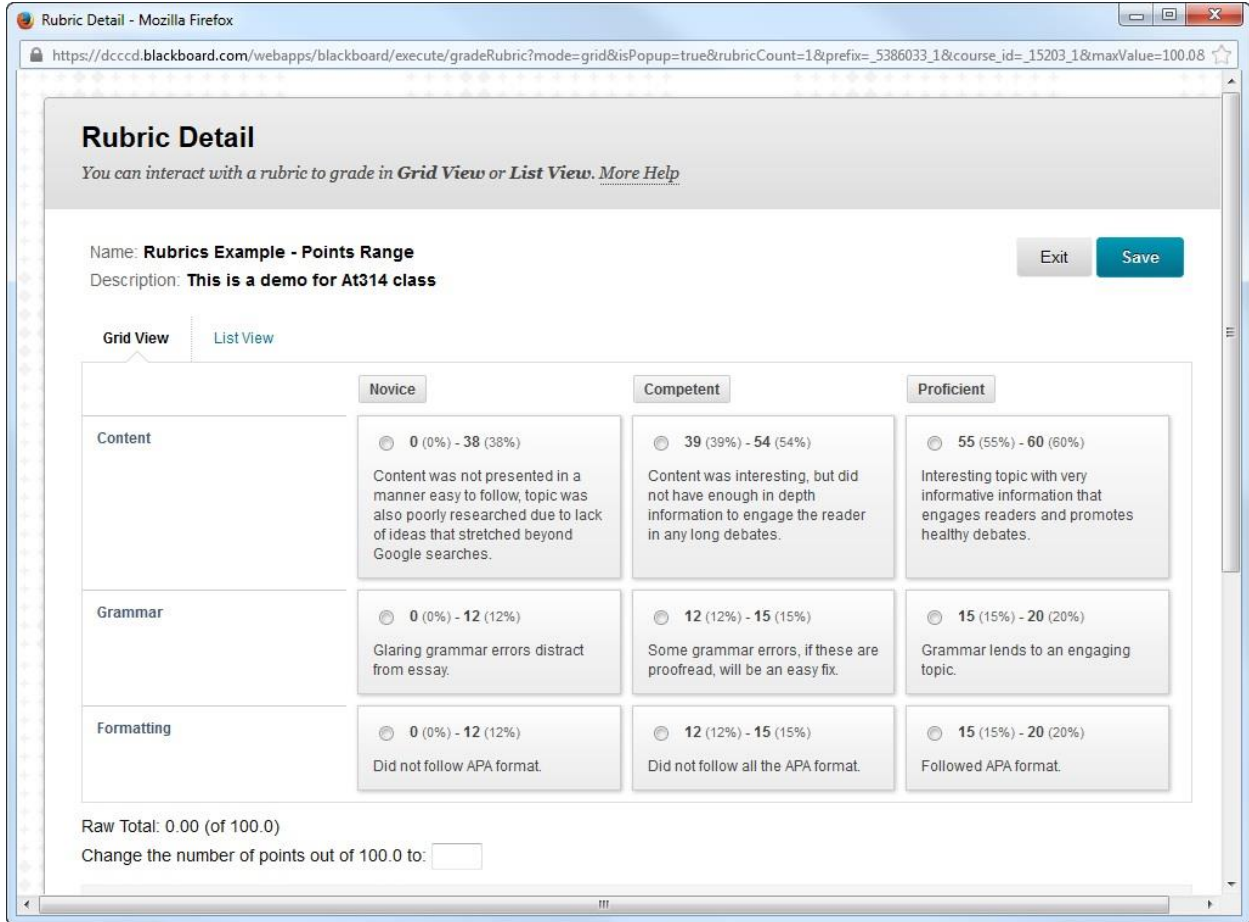
Last Name	First Name	Student ID	HWK Essay 1	Hwk 2 Essay
Chi	June		--	--
Zeb	Ed		82.00	!

Selected Rows: 0

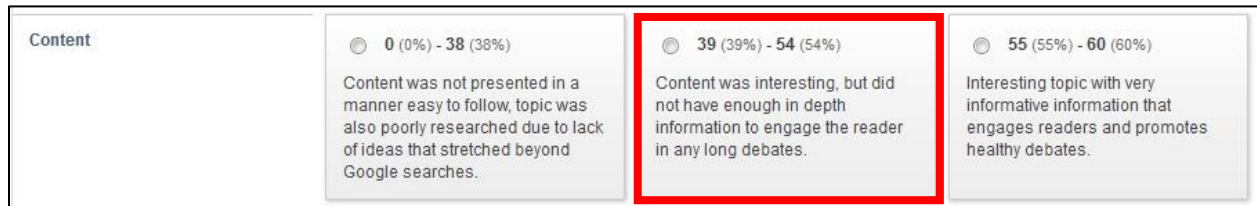
Move To Top Email Icon Legend Edit Rows Displayed

Rubric Detail – Set Range Value

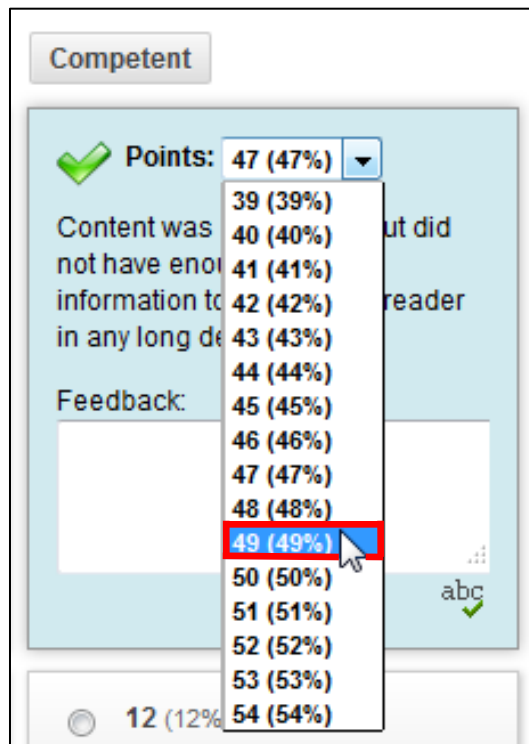
A **Rubric** with a determined range value for each cell will only generate a **Raw Total** when the appropriate value is selected.



1. Select the appropriate cell.

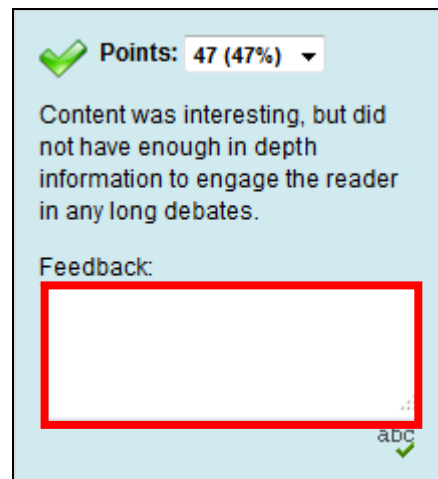


2. Select the value from the drop-down list. To change the selection, click another cell in the same row.



The screenshot shows a grading interface for a student. At the top, there is a button labeled "Competent". Below it, a green checkmark icon is next to the text "Points: 47 (47%)". A drop-down menu is open, showing a list of points and percentages from 39 (39%) to 54 (54%). The option "49 (49%)" is highlighted with a red box and a mouse cursor. To the left of the drop-down menu, there is a text box containing the feedback: "Content was interesting, but did not have enough in depth information to engage the reader in any long debates." Below the text box is a "Feedback:" label and an empty text input field. At the bottom of the interface, there is a radio button and the text "12 (12%)".

Optional, you can provide **Feedback** to the student in the text box that appears when a cell is selected.



The screenshot shows a grading interface for a student. At the top, there is a green checkmark icon next to the text "Points: 47 (47%)". Below it, the text reads: "Content was interesting, but did not have enough in depth information to engage the reader in any long debates." Below this text is a "Feedback:" label and a large empty text input field, which is highlighted with a red box. At the bottom right of the interface, there is a small "abc" icon and a green checkmark.

3. When grading is complete, click **Save** to save score and feedback.

Rubric Detail - Mozilla Firefox

https://dccc.blackboard.com/webapps/blackboard/execute/gradeRubric?mode=grid&isPopup=true&rubricCount=1&prefix=_5386033_1&course_id=_15203_1&maxValue=100.08

Formatting

Points: 6 (6%)

Did not follow APA format.

Feedback:

12 (12%) - 15 (15%)

Did not follow all the APA format.

15 (15%) - 20 (20%)

Followed APA format.

Raw Total: 68.00 (of 100.0)

Change the number of points out of 100.0 to:

Feedback Students will not see this feedback unless you set the rubric grading score to be visible to the students.

Rich text editor toolbar: Paragraph, Arial, 3 (12pt), Bold, Italic, Underline, Text Color, Background Color, Bulleted List, Numbered List, Indent, Outdent, Link, Unlink, Table, Table of Contents, Undo, Redo, Print, Help, Full Screen, Exit.

Path: p Words: 0

Name: Rubrics Example - Points Range

Description: This is a demo for At314 class

Exit Save

4. The score from the Rubric now appears in Inline Grading.

The screenshot displays a web-based grading interface. On the left, a document titled "1 of 1" is shown, containing text about Samuel Langhorne Clemens (Mark Twain). The right sidebar, titled "Assignment Details", shows the "GRADE" section with a score of "68.00 /100" highlighted in a red box. Below this, there is a "GRADE BY RUBRIC" section with a link to "RUBRICS EXAMPLE - POINTS RANGE" and a "FEEDBACK - SHOWN TO LEARNER" section with a text input area. At the bottom of the sidebar, there are "Cancel", "Save Draft", and "Submit" buttons, with the "Submit" button highlighted in a red box.

5. To save the score, select **Submit**.



LeCroy Center

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