eCampus Training
Basic

AT 314
How to Grade with Rubrics

2014/2015

DALLAS

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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.

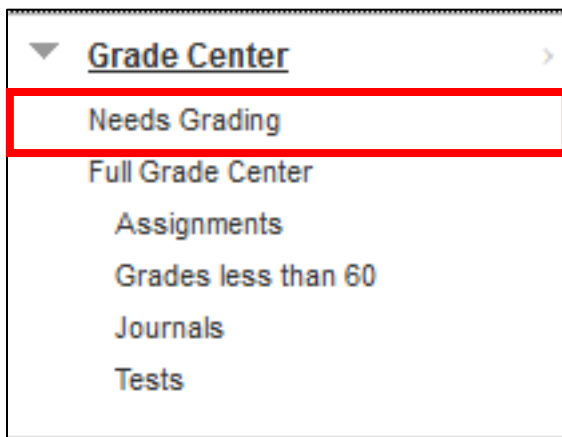Note: The **Raw Total** displays the score rounded to two decimal places.

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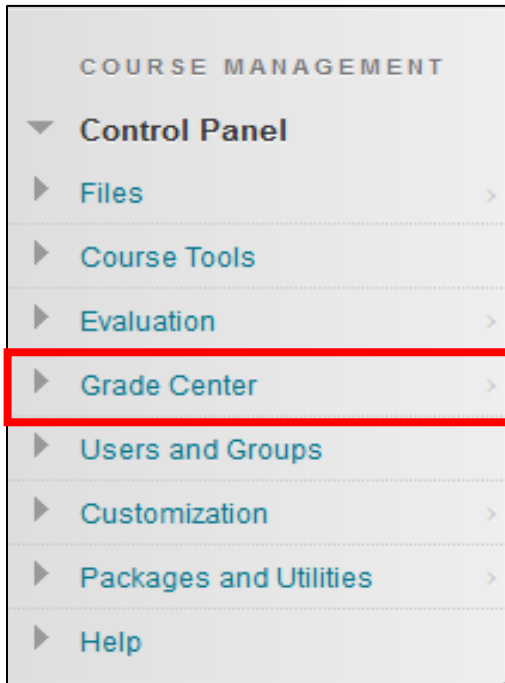
2. In the **Grade Center**, select the **Needs Grading** link

3. Select the student whose assessment needs grading.

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

5. If the **Rubric** is not immediately visible, click the drop down menu under **Attempt**.
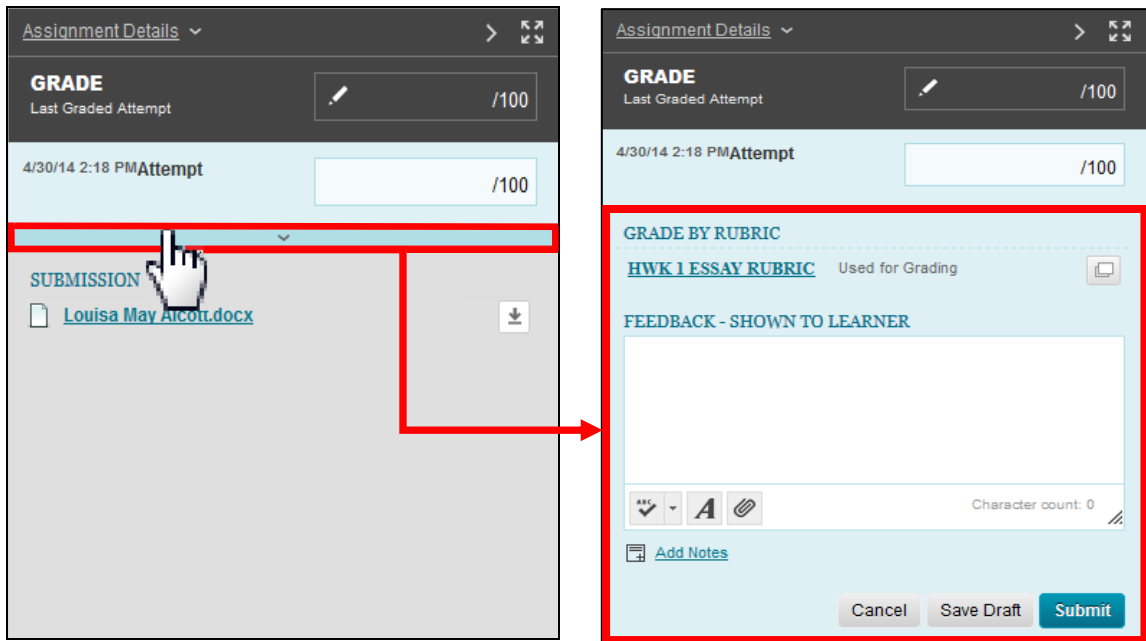
6. Click the **Rubric Detail** icon to review or begin grading with the associated rubric.
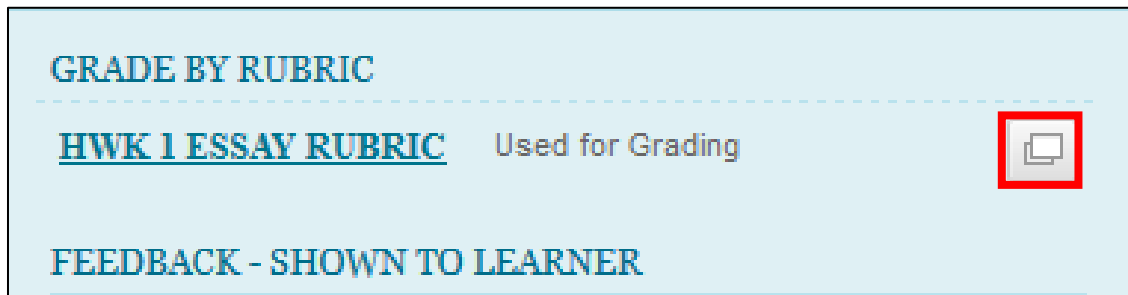
The following Rubrics will use examples of Grid Views as seen in the tutorial Creating a Rubric.

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.
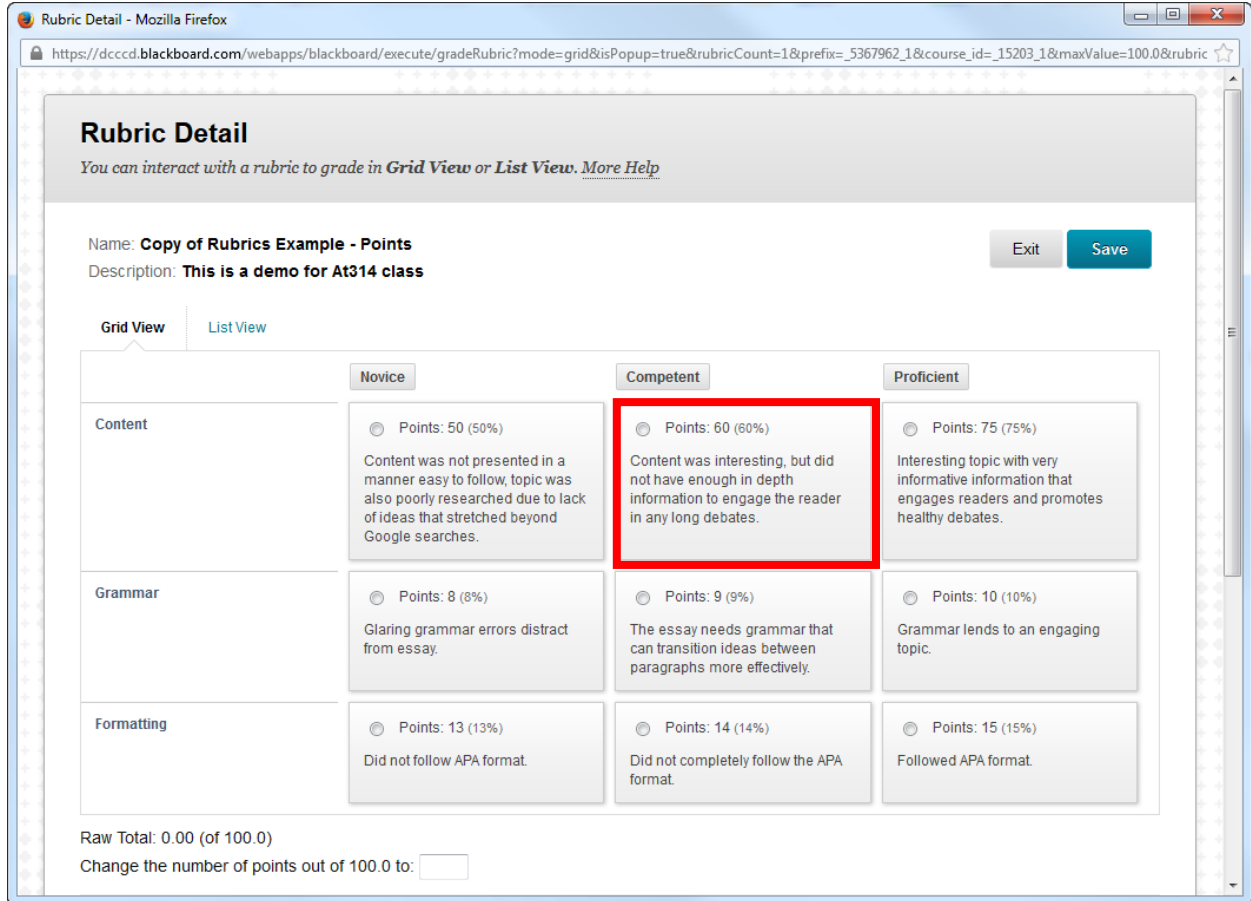
Optional, you can provide **Feedback** to the student in the text box that appears when a cell is selected.
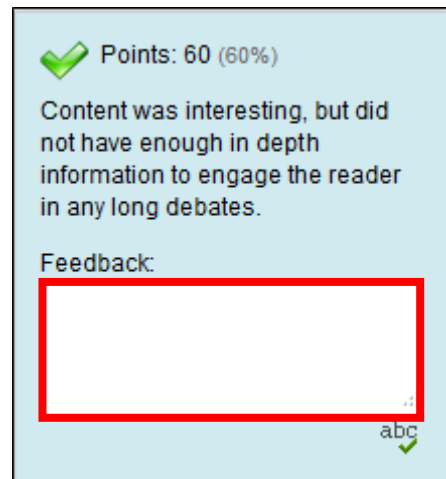
A running **Raw Total** score appears as you make point selections.

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

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.

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

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

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

12. The new grade can now be seen by students and in your Grade Center.
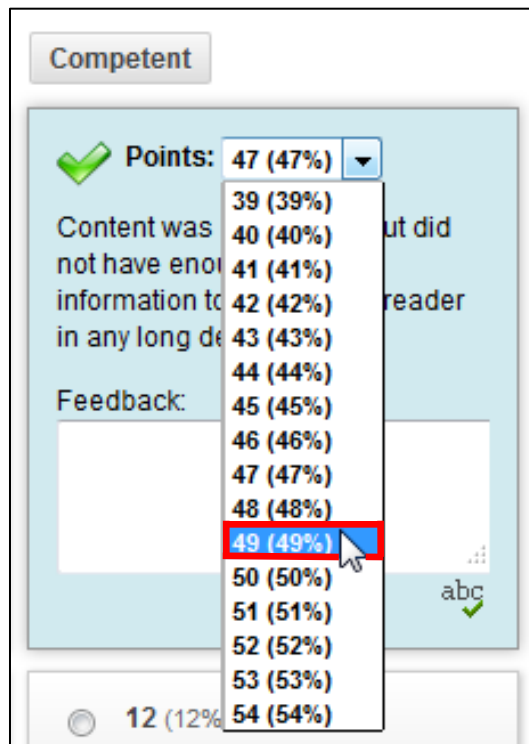
Rubric Detail – Set Range Value

A **Rubric** with a determined range value for each cell will only generate a **Raw Total** when the appropriate value is selected.
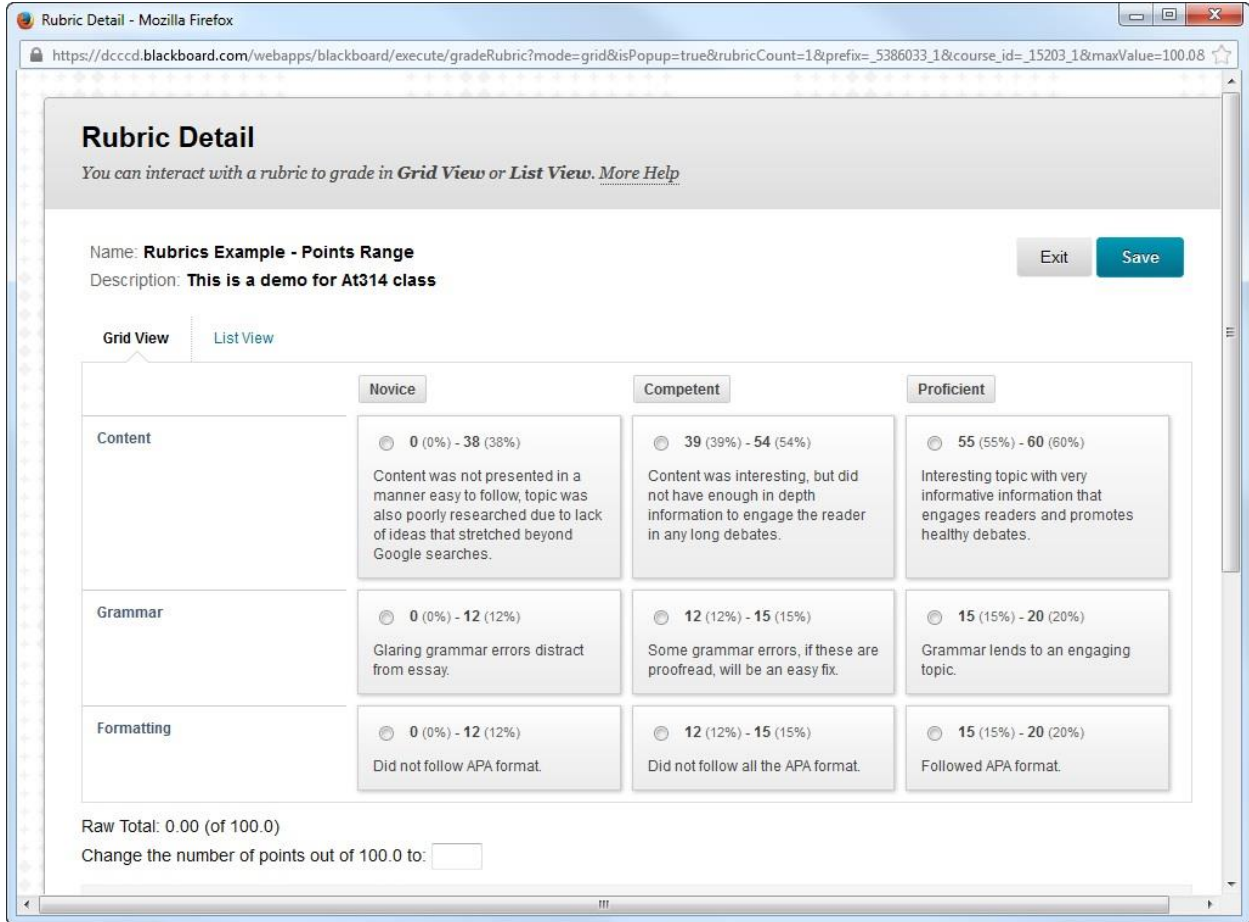
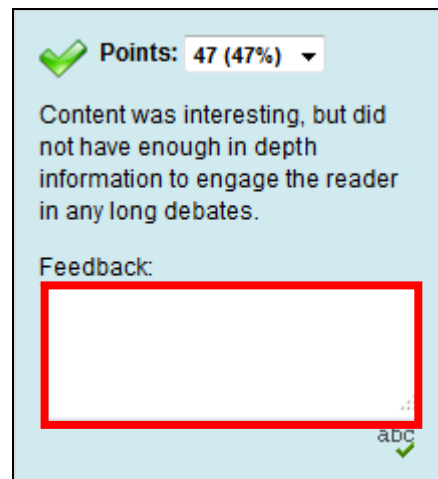1. Select the appropriate cell.
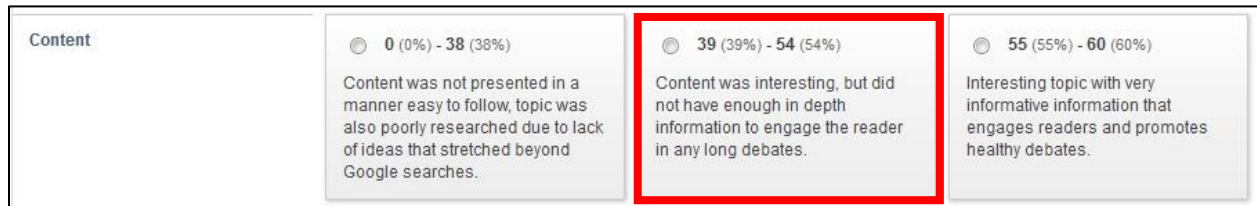
2. Select the value from the drop-down list. To change the selection, click another cell in the same row.

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

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

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

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

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