


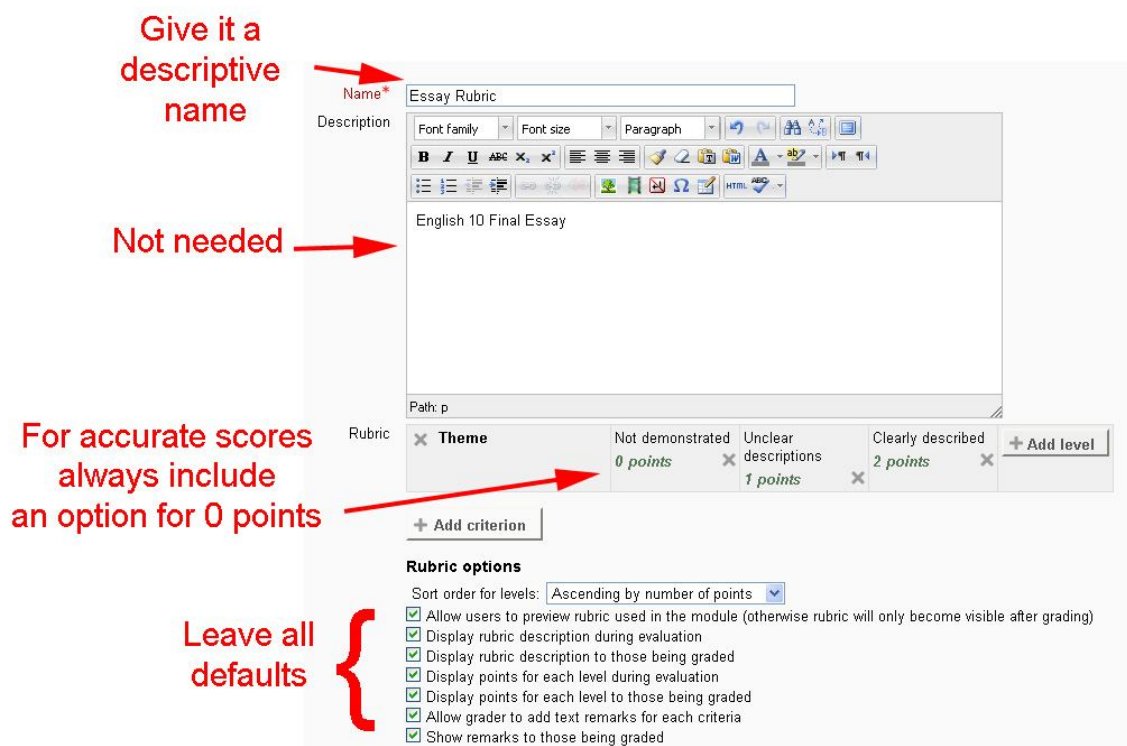
STEP 5: Rubric Settings

A. In the assignment settings set the Grade for the assignment and for Grading Method select Rubric



The screenshot shows the 'Grade' section of an assignment settings interface. It includes three dropdown menus: 'Grade' set to '20', 'Grading method' set to 'Marking guide', and 'Grade category' set to 'Simple direct grading'. A fourth dropdown menu is open, showing 'Marking guide' and 'Rubric' as options, with 'Rubric' selected.

B. When defining the rubric:



The screenshot shows the 'Define Rubric' interface with several red annotations:

- Give it a descriptive name:** An arrow points to the 'Name' field containing 'Essay Rubric'.
- Not needed:** An arrow points to the 'Description' text area containing 'English 10 Final Essay'.
- For accurate scores always include an option for 0 points:** An arrow points to the '0 points' level in the rubric table.
- Leave all defaults:** A bracket on the left side of the 'Rubric options' section, which includes a sort order dropdown and several checked checkboxes.

Theme	Not demonstrated	Unclear descriptions	Clearly described	+ Add level
x	0 points	1 points	2 points	x

Rubric options

Sort order for levels: Ascending by number of points

- Allow users to preview rubric used in the module (otherwise rubric will only become visible after grading)
- Display rubric description during evaluation
- Display rubric description to those being graded
- Display points for each level during evaluation
- Display points for each level to those being graded
- Allow grader to add text remarks for each criteria
- Show remarks to those being graded

Please note that the marks for rubrics are *normalized* which means that if there are a possible 4 points (1,2,3,4) for 2 different criteria, the lowest score a student can get is 2 out of 8. That will show up as a mark of 0 for the students as that's the lowest score a student can get. It's advisable to always include an option of 0 points which will result in marks that are in line with what a teacher would intuitively give.

Marks will be scaled so if the total marks for that assignment are 20 and the total marks on the rubric are 8, everything will be scaled. Marks will be rounded to the nearest grade so a mark of 10/20 is scaled down to 2.5/5 but rounded to 3/5.