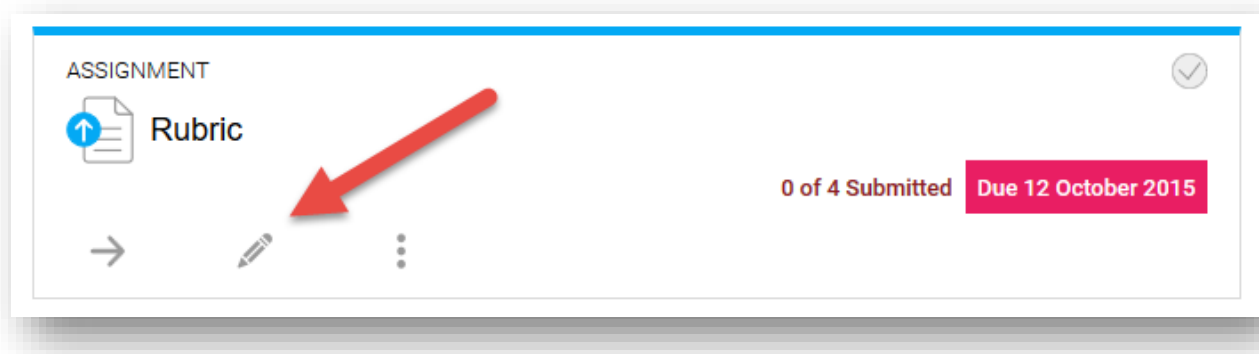
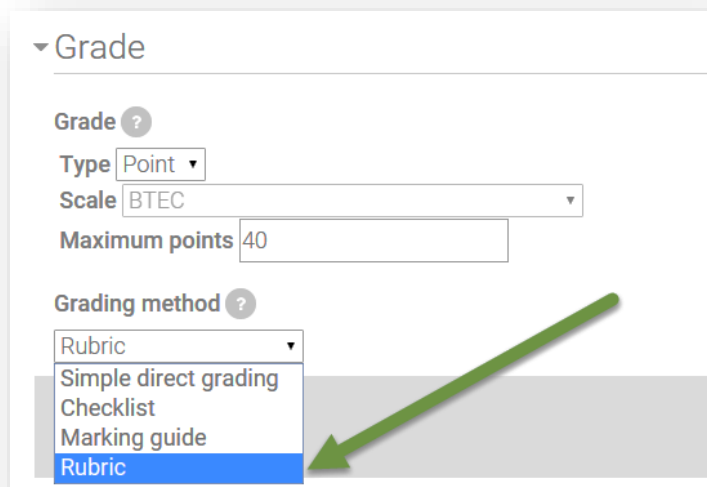


Grading with Rubrics

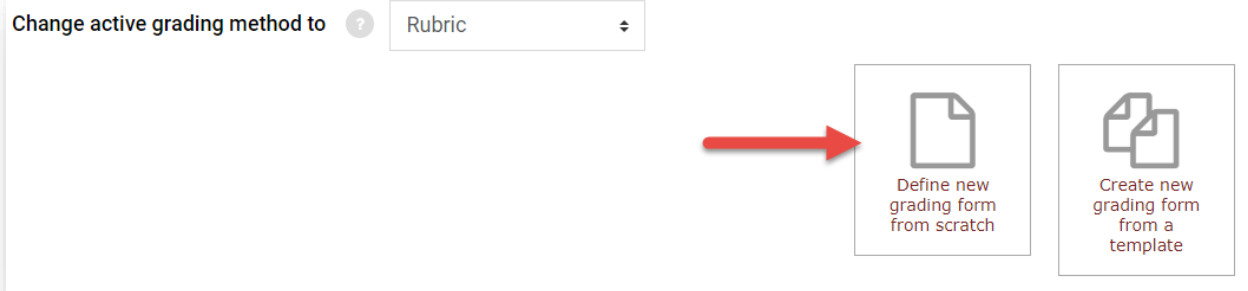
To add a rubric to an assignment or forum, first select the **Edit** icon on an assignment or forum.



In the **Grade** menu, select the option grade using a **Rubric**.



Select **Save and display**. On the next page, select **Define new grading form from scratch** to begin creating your rubric.



On the **Define rubric** page, you should start by giving your rubric a name and a description.

Name*

Oral presentation rubric






Description

Paragraph B I [List icons] [Link icon] [Image icon] [Video icon] [Copy icon]

This rubric will be used to evaluate your 3-5 minute oral presentation.

Next, you will see a blank Rubric.






Rubric

 	<i>Click to edit criterion</i>	<i>Click to edit level</i> 0 points 	<i>Click to edit level</i> 1 points 	<i>Click to edit level</i> 2 points 	<input type="button" value="Add level"/>
--	------------------------------------	---	---	---	--

+ Add criterion

This rubric needs clearly defined criteria and levels of achievement to be a useful grading tool. To begin defining your criteria, select **Click to edit criterion** and type the name of your first criterion.

Rubric

 	Presentatio n Content	<i>Click to edit level</i> 0 points 	<i>Click to edit level</i> 1 points 	<i>Click to edit level</i> 2 points 	<input type="button" value="Add level"/>
--	----------------------------------	---	---	---	--

Once you name the criterion, select **Click to edit level** do describe each achievement level. You can also select the points to edit the amount of points associated with each level. If you need more levels of achievement, simply select **Add level**. Once you are satisfied with your first criterion, select **Add criterion** to add more in the same way.

Rubric

✕	Presentation Content	Click to edit level	Click to edit level	Click to edit level	Add level
☰		0 points ✕	1 points ✕	2 points ✕	

+ Add criterion

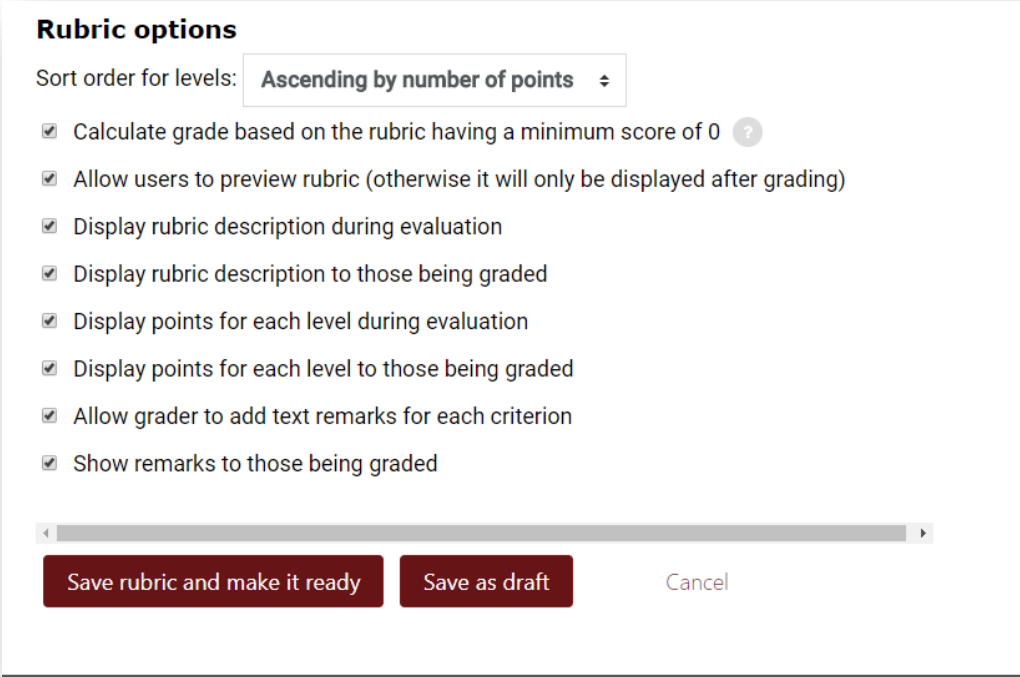
If you want to remove either criteria or levels of achievement, use the 'X' icons.

Rubric

✕	Presentation Content	Content was unsatisfactory	Content was average	Content was good	Content was exemplary
↓		5 points ✕	10 points ✕	15 points ✕	20 points ✕
☰					
↑	Presentation delivery	Delivery was unprofessional	Delivery was semi-professional	Delivery was adequately professional	Delivery was professional
✕		5 points ✕	10 points ✕	15 points ✕	20 points ✕
↓					
☰					
↑	Audience recognition	No audience recognition	Average audience recognition	Good audience recognition	Superb audience recognition
✕		5 points ✕	10 points ✕	15 points ✕	20 points ✕
☰					

+ Add criterion

Once you are satisfied with your levels and criteria, you can adjust the **Rubric options** below.



Rubric options

Sort order for levels: **Ascending by number of points** ▾

- Calculate grade based on the rubric having a minimum score of 0 ?
- Allow users to preview rubric (otherwise it will only be displayed 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 criterion
- Show remarks to those being graded

◀ ▶

Save rubric and make it ready **Save as draft** Cancel

These options control what information is displayed to students about your rubric. When you are finished adjusting options, select **Save rubric and make it ready**.

To grade an assignment using this rubric, navigate to the assignment and select **View/grade all submissions**.

Grading summary

Participants	5
Drafts	0
Submitted	1
Needs grading	1

[View/grade all submissions](#)

Select the pencil icon for the submission you wish to grade.

Select	User picture	First name / Last name	Email address	Status	Grade	Edit	Last modified (submission)
<input type="checkbox"/>		CLT Student011	c1t011@email.occc.edu	No submission		Edit	-
<input type="checkbox"/>		CLT Student012	c1t012@email.occc.edu	Submitted for grading		Edit	Friday, August 28, 2015, 2:36 PM

This will open a page displaying the student submission at the top, and your rubric at the bottom. To grade using your rubric, simply select the achievement levels to award points. You can use the box to the right of the achievement levels to leave comments.

Grade:

This rubric will be used to evaluate your 3-5 minute oral presentation.

Presentation Content	Content was unsatisfactory 5 points	Content was average 10 points	Content was good 15 points	Content was exemplary 20 points	Very good use of sources.
Presentation delivery	Delivery was unprofessional 5 points	Delivery was semi-professional 10 points	Delivery was adequately professional 15 points	Delivery was professional 20 points	Excellent word choice and elocution.
Audience recognition	No audience recognition 5 points	Average audience recognition 10 points	Good audience recognition 15 points	Superb audience recognition 20 points	You are a natural showman.

There is a larger space for overall comments below the rubric. When you are finished grading, select **Save changes**.

Notify students

Save changes

Reset