

## .....Interactive Rubrics.....

The newest update to Blackboard 9.1, Service Pack , allows instructors to help students organize their efforts to meet the requirements of an assignment while instructors interact with an associated rubric to explain their evaluation to students. This tutorial will explain how to create a rubric, associate a rubric with a gradable item and assess assignments, forums, blogs, wikis, and journals with grading with rubrics.

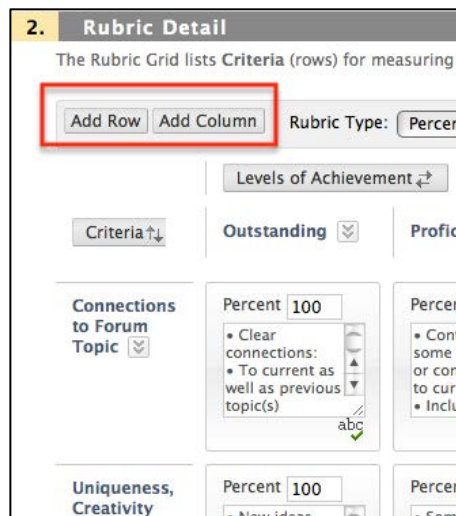
### Creating a Grading Rubric

In this section you will learn how to create a rubric in Blackboard and edit the rubric grid.

1. To begin access rubrics from the Control Panel >> Course Tools >> Rubrics.
2. Next click Create Rubric.
3. On the next screen type a name for the rubric and a description. Note that rubric descriptions are for instructors only and are not visible to students.
4. Under Rubric Detail select the type of rubric indicating your choice of percent, point range, points or no points.



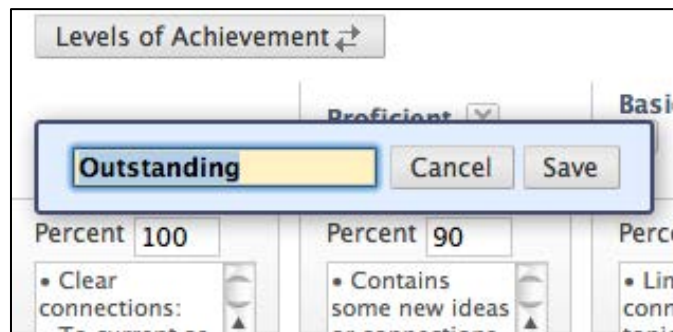
5. Rubrics are made up of rows and columns. The rows correspond to the various criteria of an assignment. The columns correspond to the level of achievement expressed for each criterion. You may add a row if you want to insert a new criterion or add a column to introduce a new level of achievement



6. You can change the levels of achievement and criteria names to suit your specific needs. To do so click the double down arrows next to each level of achievement (see A below) or criteria name and type the name you prefer and click “save” (see B. below).

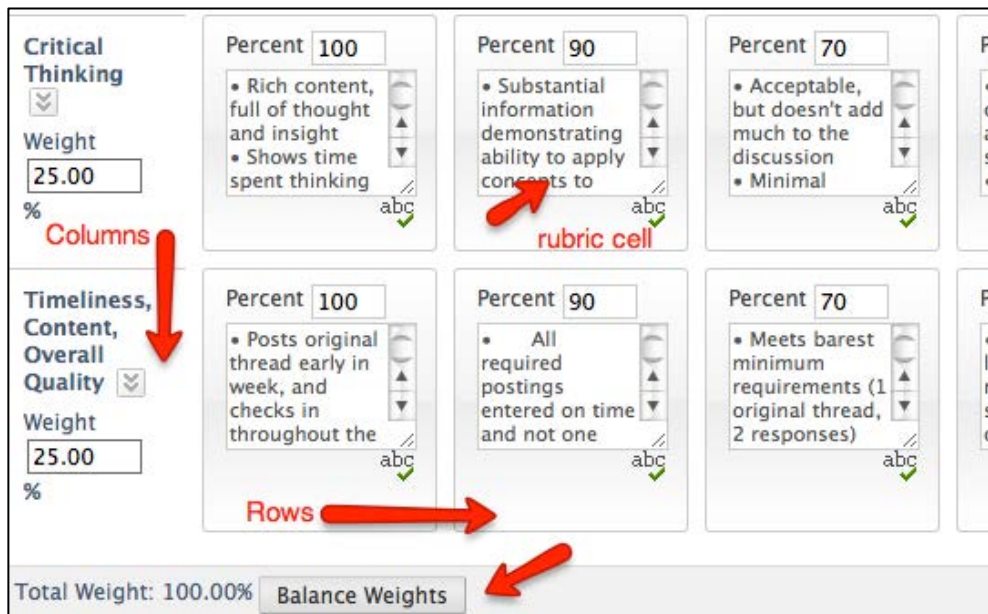


A.



B.

7. Now enter the information for each cell in the rubric. You may adjust the percentage weight of the criteria according to your preference; or, use the “Balance Weight” option to keep all criteria equal.



8. Next assign a percentage value for the levels of achievement and submit. The new rubric appears on the rubrics page located under Control Panel >> Course Tools >> Rubrics.

**2. Rubric Detail**

The Rubric Grid lists Criteria (rows) for measuring Levels of Achievement (columns)

Add Row Add Column Rubric Type: Percent  Show Criteria Weight

Levels of Achievement ↕

Criteria ↕ Outstanding Proficient Basic (average) Below Expectations Poor

Criteria	Outstanding	Proficient	Basic (average)	Below Expectations	Poor
<b>Connections to Forum Topic</b> Weight: 25.00% %	Percent 100 • Clear connections: • To current as well as previous topic(s)	Percent 90 • Contains some new ideas or connections to current topic • Includes	Percent 70 • Limited connection to topic, but is related to some degree	Percent 50 • Few (if any) connections made to current topic • Mostly off-	Percent 30 • Something was written hastily in an attempt to earn a few last-minute points
<b>Uniqueness, Creativity</b> Weight: 25.00% %	Percent 100 • New ideas and/or connections, made with depth & detail	Percent 90 • Some new ideas/connections made • Contains	Percent 70 • Few, if any new ideas or connections apparent • Rehashes or	Percent 50 • Doesn't really contribute anything new to the discussion • Primary	Percent 30 • Consists of material copied from another source • Consists of a
<b>Critical Thinking</b> Weight: 25.00% %	Percent 100 • Rich content, full of thought and insight • Shows time spent thinking	Percent 90 • Substantial information demonstrating ability to apply concepts to	Percent 70 • Acceptable, but doesn't add much to the discussion • Minimal	Percent 50 • Rudimentary, concrete, and/or superficial • No analysis or	Percent 30 • Doesn't make sense—either in terms of how it's written, or the ideas it's
<b>Timeliness, Content, Overall Quality</b> Weight: 25.00% %	Percent 100 • Posts original thread early in week, and checks in throughout the	Percent 90 • All required postings entered on time and not one	Percent 70 • Meets barest minimum requirements (1 original thread, 2 responses)	Percent 50 • Some posts late, but minimum # submitted (1 original thread,	Percent 30 • Some posts late and/or missing • Obviously submitted only

Total Weight: 100.00% Balance Weights

**3. Submit**

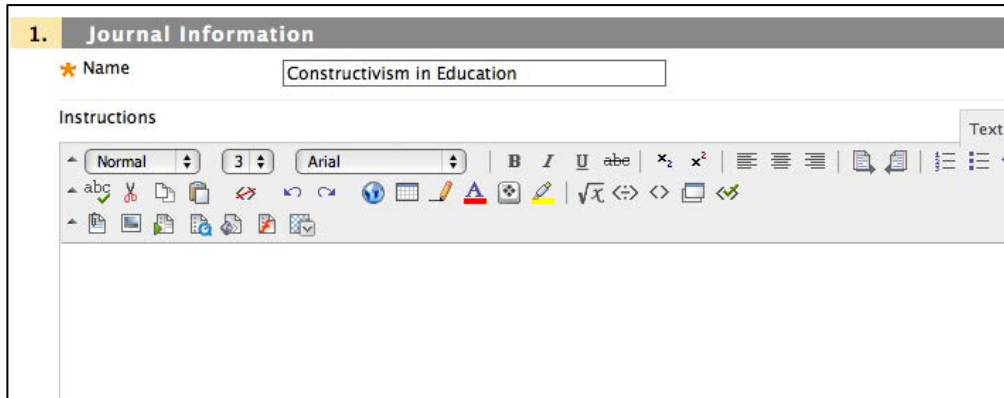
Cancel Submit

In summary, the steps to create a rubric are as follows: first access the Rubrics page, create a new rubric, enter a name and description for the rubric, edit the rubric grid and submit.

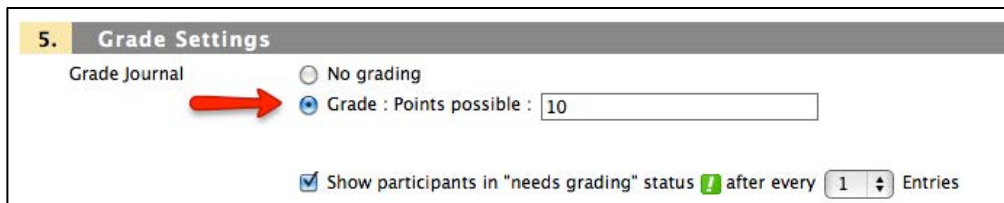
## Associate a Rubric with a Graggable Item

You can associate rubrics when creating a gradable content item. You can also associate rubrics by editing existing content items. This tutorial will show you how to edit a content item, enable grading, and associate rubrics to a content item.

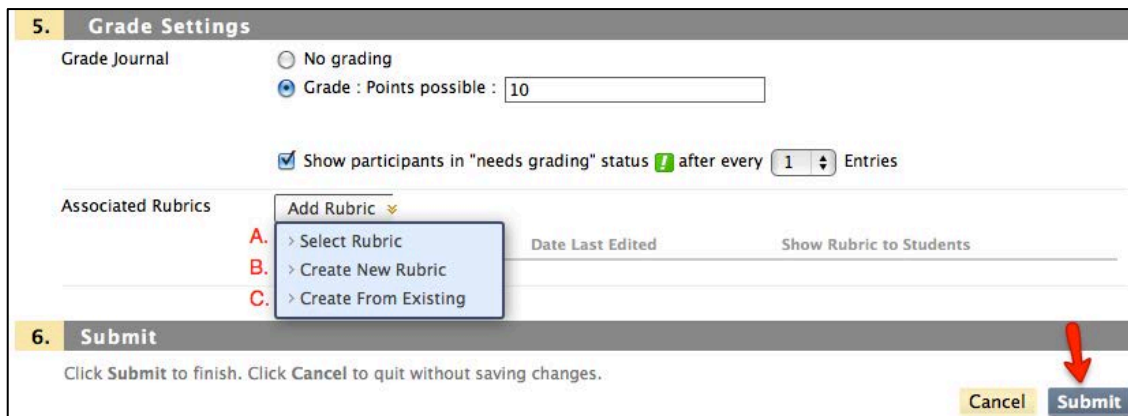
1. It is possible to associate rubrics with blogs, wikis, journals, discussion boards, assignments, and essay questions in tests and pools. To begin, access a content area such as a discussion forum or journal and edit it by clicking the double down arrows next to its title.



2. On the next page enable grading to associate rubrics to the content item. Associated Rubrics are now visible on the page under the Grade section. Set the points possible for grading. You can now associate rubric to the content item.

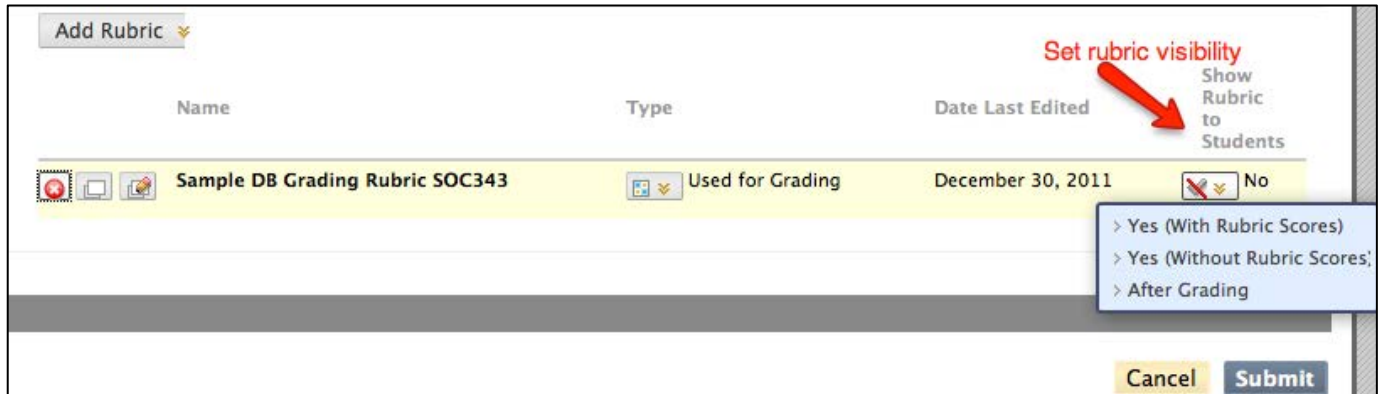


3. You have 3 options. You can “Select Rubric”, “Create New Rubric”, or “Create From Existing” as designated by A, B and C in the image below.





- Multiple rubrics can be associated with an item. Rubrics can be designated as “Used for Grading” or “Used for Secondary Evaluation”. Click the double down arrows to the left of “Used for Grading” to do this. If you associate multiple rubrics only one can be the primary rubric used for grading. The rubrics can be visible to students at any time or only after grading has been completed.



- Now submit. A success message will appear on top of the page.

To review here is a summary of steps for associating a rubric with a gradable item:

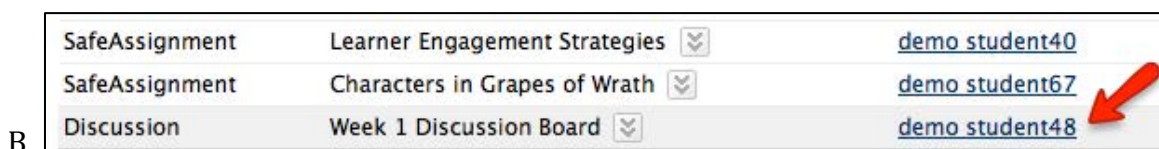
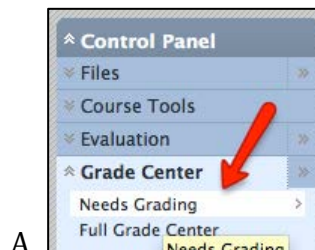
- Access a Content Area
- Edit or create a content item
- Enable grading
- Associate rubric(s) to the item
- Set rubric visibility
- Submit

Keep in mind that rubrics can also be associated with multiple items, and all associations can be viewed from the Rubric Tool accessed from the control panel.

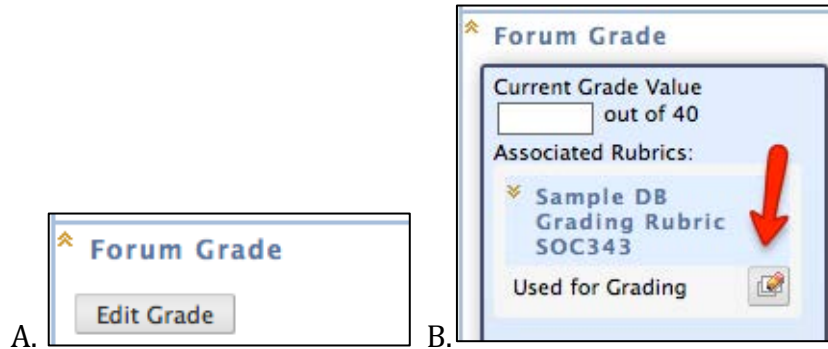
### Grading with Rubrics

This tutorial will explain how to view a rubric and grade an assignment using a rubric.

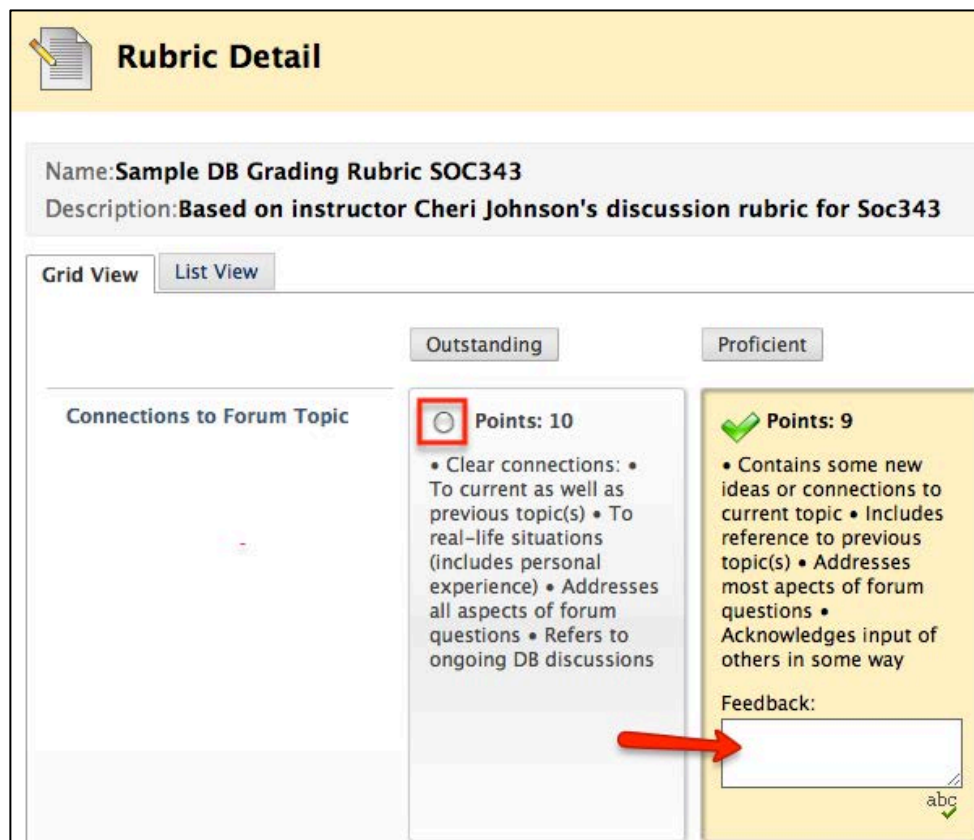
- To begin access the “Needs Grading” (see A below) link from Control Panel >> Grade Center and select a student’s name (see B below). You can now view the item to be graded.



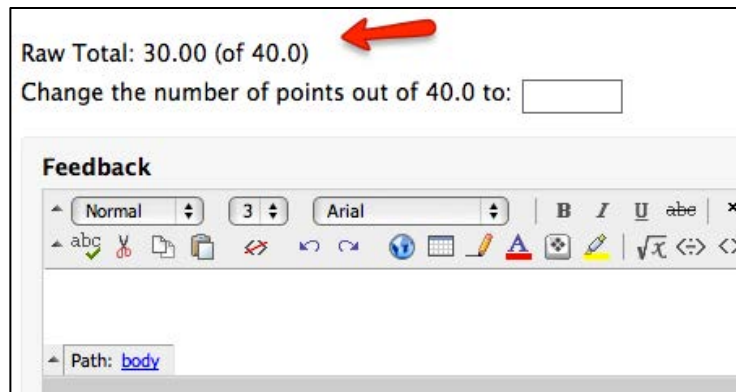
- Assign a grade that was previously associated to the post under Forum Grade >> Edit Grade located on the right side of the screen (see A. below). Select “Used for Grading” under “Assessment Rubric” to access the rubric (see B. below).



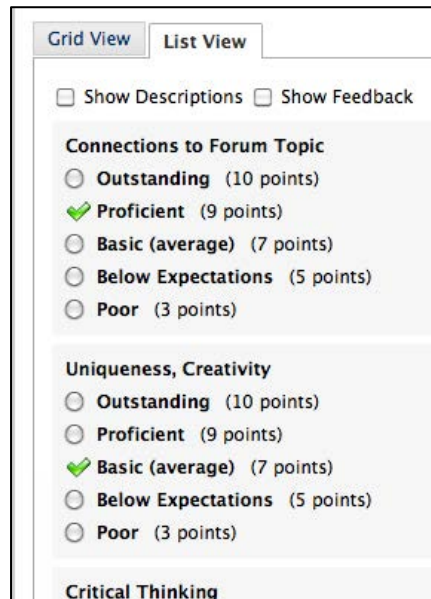
- In Grid View rubrics are made up of rows and columns. The rows correspond to the various criteria of the assignment while the columns correspond to the levels of achievement expressed for each criterion. Select a radio button for each cell to apply the point value to the criterion.
- Note that you can provide feedback in a text box when the cell is active.



- After selecting the point value for each criterion a Raw Total appears at the bottom of the rubric. You can override the value in the box below it. Note you can enter feedback to the student.



- You also have the option to view the rubric in List View display. When grading is complete save the student's score and feedback. You may provide additional feedback to the user as well as grading notes. Grading notes are only visible to the instructor or designated grader.



- Now save the grade. A success message appears.

To review here is a summary of the steps for grading with rubrics:

- Select a content item to grade
- View a Rubric
- Grade the item using the rubric
- Provide feedback
- Save the grade.

Keep in Mind that a single rubric can be associated with multiple assessments.