

## Rubrics

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A Rubric is a tool that lists evaluation criteria for an assignment. Blackboard 9.1 enables instructors to create and view rubrics when they grade student assignment. Rubrics help instructors explain their evaluations to students and help students organize their efforts to meet the requirements of an assignment.

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. A description and point value for each cell in the rubric defines the evaluation and score of an assignment. There is no limit to the number of Rubrics that can be created.

### Creating a Rubric

1. From the Control Panel area select **Course Tools > Rubrics**.
2. Click on the **Create Rubric** button.
3. In the **Rubric Information** area, enter the **Name** and **Description**.
4. Create a rubric by entering **Criteria** (rows) for measuring **Levels of Achievement** (columns).
  - Each row and column can be edited or removed using the contextual menu next to the row and column names.
  - Rows and columns can be added by using the Add Row and Add Column buttons.
  - Checkmark the **Show Points** option to provide points for each Levels of Achievement.
5. Click **Submit**.

### How to Associate a Rubric

Associated rubrics are visible under the grading and rubrics settings of the following test questions; **Assignments, Essay, Files Response, and Short Answer** as well as **Blogs and Journals, Wikis, Discussion Board** threads and forms, and through the Edit Column Information in the Grade Center.

To associate a rubric during the editing or creation process, point to Add Rubric and choose one of the options.

- Select Rubric associates a rubric that has already been created in the Rubrics area of Course Tools.
- Create New Rubric opens a pop-up window to allow immediate creation of a new associated rubric.
- Create From Existing uses a previously created rubric as a template to create a new associated rubric.

When associating a points-based rubric, the option to use the rubric's point value as the Points Possible will be available after clicking Submit on the rubric creation or selection page.

### Adding a Rubric to a Grade Column in the Grade Center

1. From the Control Panel area select **Grade Center > Full Grade Center**.
2. Locate a Grade column which you want to add a rubric.
3. Click on the **Action Link** (the two arrows pointing downward) next to the Grade column name.
4. Select the **View and Add Rubrics** option.
5. Click on the **Add Rubric** button.

6. Checkmark the desired rubric(s).
7. Click **Submit**.

**NOTE:** Once a rubric is added to a grade column in the Grade Center, you can view the rubric and add point values and feedback when you grade student performance within a grading widget for Blogs, Journals, Wikis, etc. Look for **View Rubric** button when you grade student performance within a grading widget.