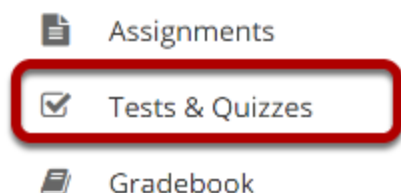


# How do I grade an assessment (i.e. test or quiz) using a rubric?

Go to Tests & Quizzes.



Select the **Tests & Quizzes** tool from the tool menu of your site.

From the **Actions** menu for the assessment you want to grade, select **Scores**.

✓ TESTS & QUIZZES [Link](#) [? Help](#) [X](#)

Assessments Add Question Pools Event Log User Activity Report Trash

### Assessment List

View All ▼

Display 20 ▼ assessments per page Search:

Title	Status	In Progress	Submitted	For	Open	Due	Last Modified	Modified Date ▼	Remove?
Test 1	Published - Active	0	<a href="#">1</a>	Entire Site	Apr 21, 2020 12:20 PM		Demo Instructor	Apr 21, 2020 1:36 PM	<input type="checkbox"/>
Draft - Test 1	Draft			Entire Site	Apr 21, 2020 12:20		Demo Instructor	Apr 21, 2020 1:36 PM	<input type="checkbox"/>

Actions ▼

Scores  
Edit  
Preview  
Print  
Settings

💡 Tip: You may also select the number in the Submitted column to go to the student submissions for an assessment.

To grade one student at a time, select the student's name

for the submission to be graded.

Total Scores: Test 1

Submission Status

Total Scores

Questions

Statistics

Item Analysis

Export

Max Score Possible: 10

Apply This Score

to all participants with "No Submission".

View

Highest Submission

for

Entire Site

Search

Student name or ID

Find

Clear

Viewing 1 - 4 of 4 items

|<

<

Show all

>

>|

Delete	Name	UserID	Role	Submit Date	Score	Adjustment	Final Score	Comments for Student (What's This?)
<a href="#">X</a>	<div>Student 1, Demo</div> <div>Email</div>	demostudent01	Student	Apr 21, 2020 1:37 PM	0	<div>0.0</div>	0	<div></div> <div>Add Attachments</div>
	<div>Student 2, Demo</div> <div>Email</div>	demostudent02	Student	No Submission	-	<div>-</div>	-	<div>Requires student submission</div>

Select the Grading Rubric tab.

Demo Student 1

Submission Status

Total Scores

Questions

Statistics

Test 1

Comments for Student:

Table of Contents

Part 1 - Default - 1/1 Answered Question, 0.0 / 10.0 Points

1. Write a 500 word response on this week's assigned topic.

10 Points

Part 1 of 1

Question 1 of 1:

0.0

/ 10.0 Points

Student Response

Grading Rubric

Write a 500 word response on this week's assigned topic.

Kangaroos have a few natural predators. The thylacine, considered by palaeontologists to have once been a major natural predator of the kangaroo, is now extinct. Other predators included the marsupial lion, Megalania and the Wonambi. However, with the arrival of humans in Australia at least 50,000 years ago, the extinction of the dingo about 5,000 years ago, kangaroos have had to adapt. Wedge-tailed eagles and other raptors usually eat kangaroo carrion. Goannas and other carnivorous reptiles also pose a danger to smaller kangaroo species when other food sources are lacking.

How do I grade an assessment (i.e. test or quiz) using a rubric?

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Page 2

## Select the appropriate rating level for each criterion.

Question 1 of 1: 21 / 10.0 Points

Student Response Grading Rubric

**New Rubric**

<b>Criterion 1</b>	Inadequate 0 Points	Meets expectations 1 Points			Exceeds expectations 2 Points	1
<b>Criterion 2</b>	Inadequate 0 Points	Poor 5 Points	Fair 10 Points	Good 15 Points	Exceptional 20 Points	20

total: 21

The points will be added up automatically based on your rating selections. The total points earned will appear below the rubric.

**(Optional) If you allowed individual score adjustments, you may fine tune the rating points if needed.**

Student Response Grading Rubric

**New Rubric**

<b>Criterion 1</b>	Inadequate 0 Points	Meets expectations 1 Points			Exceeds expectations 2 Points	1 1
<b>Criterion 2</b>	Inadequate 0 Points	Poor 5 Points	Fair 10 Points	Good 15 Points	Exceptional 20 Points	20 19

Total: 20

**(Optional) Select the Comment icon [Leave a comment for the student about this criterion] if you would like to include additional feedback.**

Student Response

Grading Rubric

New Rubric

Criterion 1	Inadequate 0 Points	Meets expectations 1 Points			Exceeds expectations 2 Points	<div><div></div><div>1</div></div>
Criterion 2	Inadequate 0 Points	Poor 5 Points	Fair 10 Points	Good 15 Points	Exceptional 20 Points	<div><div></div><div>20</div></div>

Total: 20

Comment for Criterion 2

DONE

B

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good work

body p

Enter your comments into the text field provided, and select **Done** when finished.

Student Response

Grading Rubric

New Rubric

Criterion 1	Inadequate 0 Points	Meets expectations 1 Points			Exceeds expectations 2 Points	<div><div></div><div>1</div></div>
Criterion 2	Inadequate 0 Points	Poor 5 Points	Fair 10 Points	Good 15 Points	Exceptional 20 Points	<div><div></div><div>20</div></div>

Total: 20

*Note: The Comments icon changes color when there are comments saved.*

**Select Update when finished grading the assessment.**

UPDATE

Cancel

# Alternatively, you may select the Questions tab to grade one question at a time for the whole class.

## Part 1: Question 1 (Test 1)

Submission Status Total Scores **Questions** Statistics Item Analysis Export

Part 1:Q1

### Part 1: Question 1 - Short Answer/Essay (10.0 Points)

Write a 500 word response on this week's assigned topic.

#### Responses

View Highest Submission with Responses Displayed Inline for Entire Site

Search Student name or ID Find Clear

Viewing 1 - 2 of 2 items

Name	UserID	Role	Date	Score	Student Response	Comments for Student (What's This?)
<a href="#">Student 1.</a> <a href="#">Demo</a> <a href="#">Email</a>	demostudent01	Student	Apr 21, 2020 1:37 PM	20	Kangaroos have a few natural predators. The thylacine, considered by palaeontologists to have once been a major natural predator of the kangaroo, is now extinct. Other extinct predators included the marsupial lion, Megalania and the Wonambi. However, with the arrival of humans in Australia at least 50,000 years ago and the introduction of the dingo about 5,000 years ago, kangaroos have had to adapt. Wedge-tailed eagles and other raptors usually eat kangaroo carrion. Goannas and other carnivorous reptiles also pose a danger to smaller kangaroo species when other food sources are lacking.	<div>Add Attachments</div>
<a href="#">Student 2.</a> <a href="#">Demo</a>	demostudent02	Student	Apr 21, 2020	0	The kangaroo has always been a very important animal for Aboriginal Australians, for its meat, hide, bone, and tendon. Kangaroo hides were also sometimes used for recreation: in particular there are accounts of	<div>Add Attachments</div>



# Select the Rubric icon for the student you want to grade.

<a href="#">Student 2.</a> <a href="#">Demo</a> <a href="#">Email</a>	demostudent02	Student	Apr 21, 2020 1:51 PM	0	The kangaroo has always been a very important animal for Aboriginal Australians, for its meat, hide, bone, and tendon. Kangaroo hides were also sometimes used for recreation; in particular there are accounts of some tribes (Kurnai) using stuffed kangaroo scrotum as a ball for the traditional football game of marngrook. In addition, there were important Dreaming stories and ceremonies involving the kangaroo. Aherrenge is a current kangaroo dreaming site in the Northern Territory.[57]	<div>Add Attachments</div>
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**Select the appropriate rating level for each criterion.**

Save Rubric Grading

New Rubric

Criterion 1	Inadequate 0 Points	Meets expectations 1 Points			Exceeds expectations 2 Points	 1 <input type="text" value="1"/>
Criterion 2	Inadequate 0 Points	Poor 5 Points	Fair 10 Points	Good 15 Points	Exceptional 20 Points	 20 <input type="text" value="20"/>

total: 21



UPDATE
CANCEL

The points will be added up automatically based on your rating selections. The total points earned will appear below the rubric.

**(Optional) If you allowed individual score adjustments, you may fine tune the rating points if needed.**

Save Rubric Grading

New Rubric

Criterion 1	Inadequate 0 Points	Meets expectations 1 Points			Exceeds expectations 2 Points	 1 <input type="text" value="1"/>
Criterion 2	Inadequate 0 Points	Poor 5 Points	Fair 10 Points	Good 15 Points	Exceptional 20 Points	 20 <input type="text" value="19"/>

total: 20

UPDATE
CANCEL

**(Optional) Select the Comment icon [Leave a comment for the student about this criterion] if you would like to include**

additional feedback.

Save Rubric Grading

New Rubric

Criterion 1	Inadequate 0 Points	Meets expectations 1 Points		Exceeds expectations 2 Points	<div><div></div><div>1</div><div>1</div></div>
Criterion 2	Inadequate 0 Points	Poor 5 Points	Fair 10 Points	Good 15 Points	<div><div></div><div>20</div><div>19</div></div>

total: 20

Comment for Criterion 2

DONE

B I U

good work

body p

UPDATE

CANCEL

Enter your comments into the text field provided, and select **Done** when finished.

Save Rubric Grading

New Rubric

Criterion 1	Inadequate 0 Points	Meets expectations 1 Points		Exceeds expectations 2 Points	<div><div></div><div>1</div><div>1</div></div>
Criterion 2	Inadequate 0 Points	Poor 5 Points	Fair 10 Points	Good 15 Points	<div><div></div><div>20</div><div>19</div></div>

total: 20

UPDATE

CANCEL

*Note: The Comments icon changes color when there are comments saved.*

Select Update when finished grading the question.

UPDATE

CANCEL