How to associate Rubric

Step sheet

Resource needed: Associating a Rubric with a Gradable Item video / clickUP Help site / Assessment button

Associated **rubrics** are visible under the grading and **rubrics** settings of Assignments, Essay, File Response and Short Answer Test questions, Blogs and Journals, Wikis, Discussion Board threads and forums and through the Edit Column Information in the Grade Center.

Instructions

To associate a **rubric** during the editing or creation process, point to Add **Rubric** and choose one of the options: Select, Create New or Create from existing

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

Select the rubric that you want to associate with the content item and click Submit button. Rubrics can be designated as used for Grading or Secondary evaluation. For the Type, you can designate a rubric as used for Grading or used for Secondary Evaluation. If multiple rubrics are associated, you can use only one as the primary grading rubric, designated as used for Grading.

Show Rubric to Students offers four options for rubric visibility.

- **No** does not allow students to view the rubric at any time.
- **Yes (With Rubric Scores)** allows students to view the rubric when the item is made available, including possible point or percentage values.
- **Yes (Without Rubric Scores)** allows students to view the rubric when the item is made available, but does not include the possible point or percentage values.
- **After Grading** allows students to view the rubric only after grading their submissions is completed.

clickUP Assessment Workshop - 2013