

Adding a Rubric to an Assignment and Discussion Forum

Associated rubrics are visible in the Grading section when you add an assignment and in the Forum Settings for a Discussion Forum.

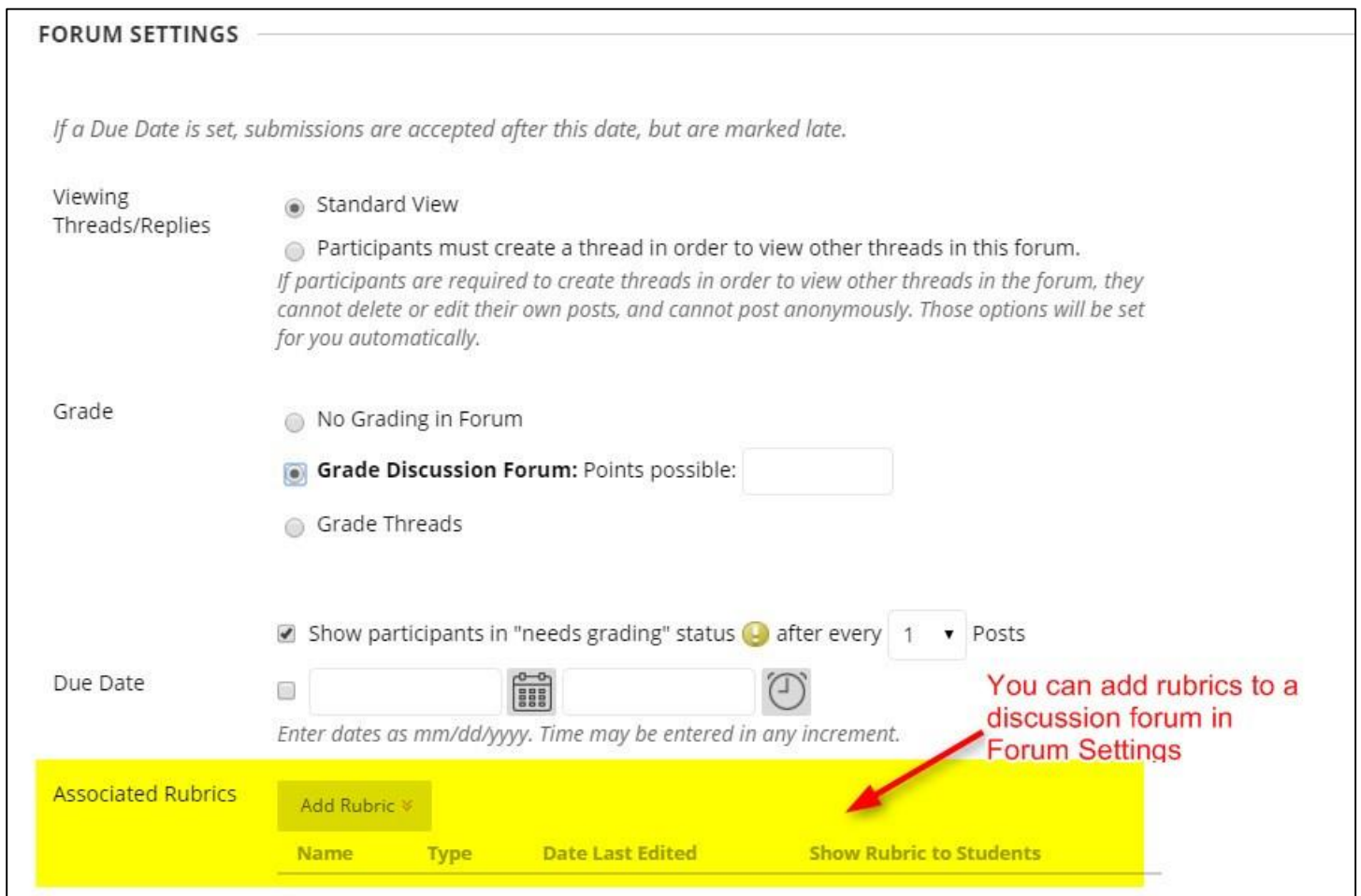
Directions:

1. (A) Adding to an **Assignment** and go to the **Grading** section. Click **Add Rubric** and **Select Rubric**



The screenshot shows the 'GRADING' section of an assignment interface. On the left, there are sections for 'Points Possible' and 'Associated Rubrics'. A dropdown menu is open, showing options: 'Select Rubric', 'Create New Rubric', 'Create From Existing', and 'Add Rubric'. Red arrows labeled 'A' and 'B' point to 'Add Rubric' and 'Select Rubric' respectively. A red text box on the right says 'This is in the grading section of an Assignment.' Below the menu is a table header with columns: 'Name', 'Type', 'Date Last Edited', and 'Show Rubric to Students'.

- (B) Adding to a **Discussion Forum** and go to the **Forum Settings** section. Click **Add Rubric** and **Select Rubric**



The screenshot shows the 'FORUM SETTINGS' section. It includes instructions: 'If a Due Date is set, submissions are accepted after this date, but are marked late.' There are settings for 'Viewing Threads/Replies' (Standard View selected), 'Grade' (Grade Discussion Forum selected with a points possible input field), and 'Show participants in "needs grading" status' (checked, after every 1 Post). There is also a 'Due Date' field with a calendar icon. At the bottom, the 'Associated Rubrics' section is highlighted in yellow, showing an 'Add Rubric' button and a table header with columns: 'Name', 'Type', 'Date Last Edited', and 'Show Rubric to Students'. A red arrow points to the 'Add Rubric' button with the text 'You can add rubrics to a discussion forum in Forum Settings'.

2. Select the rubric and click **Submit**

Select Rubrics

<input type="checkbox"/>	NAME	DESCRIPTION	DATE LAST EDITED
<input checked="" type="checkbox"/>	Discussion Forum Rubric		10/27/16 3:36 PM
<input type="checkbox"/>	Homework Rubric		10/20/16 1:29 PM
<input type="checkbox"/>	Online Learning Rubric		10/13/16 2:29 PM

Displaying 1 to 3 of 3 items | Show All | Edit Paging...

Selected Rubrics 1 Cancel **Submit**

3. You can edit the rubric and decide whether to show rubrics to students or not.

GRADING

* Points Possible

Associated Rubrics Add Rubric

	Name	Type	Date Last Edited	Show Rubric to Students
	Discussion Forum Rubric	Used for Grading	Oct 27, 2016 3:36:38 PM	Yes (With Rubric Scores)

4. Click **Submit**

Cancel **Submit**