RUBRICS: EVALUATING STUDENT WORK IN CANVAS

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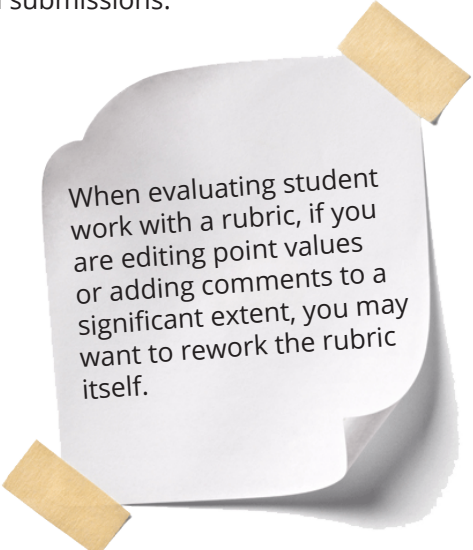**extended**
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INTRODUCTION

Canvas rubrics facilitate the grading process for you and clarify communications to students in two ways: by providing definite assignment expecttaions and by generating feedback on submissions.

A CLOSER LOOK

Note: This tip sheet is most useful when rubrics have already been created. For a guide on creating rubrics or building them in Canvas, visit the UW Extended Campus Instructional Design Resources page.

Linking Rubrics to an Assignment

Once you have built a rubric, it can be linked to an assignment. To do so, go to the assignment, but do NOT click edit. Scroll down to the bottom and click "+ Rubric". Then you can click "Find a Rubric" in the top-right corner of the rubric window. Select the rubric you wish to use then click "Use This Rubric". Then, click the pencil icon to edit the rubric (but do NOT actually change anything. If you want to change the rubric's content, it is recommended you do so from the "Manage Rubrics" page), and scroll to the bottom and check the box for using the rubric to score.

> When evaluating student work with a rubric, if you are editing point values or adding comments to a significant extent, you may want to rework the rubric itself.

How to Use Rubrics When Evaluating Student Work

If the rubric is linked to an assignment, you can access it in SpeedGrader by clicking "View Rubric". Details are given with the example below.

Editing Points or Adding Comments

When evaluating a student's submission, you can offer additional feedback or adjust a student's score for a specific criterion in the right-most column of the rubric. Click the box to adjust the score or click the speech bubble icon to add a comment. You can also adjust a student's overall score or offer addititional feedback as a comment within the grading panel, but outside the rubric tool.

EXAMPLE

To evaluate student work with a rubric in Canvas, follow these steps:

1. Go to the assignment and open SpeedGrader as you normally do.
2. Under the box to input a score for the student, click the box called "View Rubric" to bring up the rubric.
3. For each criterion, click the level that best describes the student's submission. When you do, that box of the rubric will generate a color-coded bar along the bottom.

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4. If you think the student's work doesn't conform to the descriptions as stated for a given criterion, you may click the box with the score in the right-most columb, and edit the points and/or enter the feedback for that criterion.
5. At the bottom, click "Save". The rubric's score will now be the score of the assignment.
6. You may add additional feedback further down the grading panel int he Assignment Comments box.

HOW AND WHERE STUDENTS SEE RUBRICS

First, students can view Canvas rubrics before submitting their assignments to learn how you will assess their work. Second, the completed rubric and any feedback is available in the Grades Tab for students to view.

Before Submitting Assignments

To give students a clear sense of how their work will be evaluated, they can see the rubric when they visit the assignment page. Your students can see the rubric when they first visit the assignment, when they submit ther assignment, and any time in between. To see the rubric, the students should do the following:
1. Navigate to the assignment through the Assignments Tab or the Modules Tab.
2. Scroll to the bottom of the assignment to see the entire rubric.

After Grades Are Returned

Students also view the rubric, in its completed form, when they go to the view their score and feedback on their work. Your evaluation for each criterion of the rubric is shown to the student, along with the associated color-coded bar. To see the completed rubric, students should do the following:
1. Navigate to the Grades Tab
2. Click the checklist icon on the far-right side next to the grade for the assignment.
3. The completed rubric appears with highlighted colors , along with scores for each of the criteria and total score.

Name	Due	Status	Score	Out of	
Assessment: Information Sharing Analysis			87	100	📋 🔷

Assessment by Eileen Horn

Close Rubric
Information Analysis Rubric

Criteria	Ratings			Pts
Identify Information	30 pts **Mastery with Distinction** Deep understanding of information is present.	19 pts **Mastery** Basic understanding of information is present.	0 pts **Not Yet Mastered** Understanding of information is not present.	30 / 30 pts
Describe Information	35 pts **Mastery with Distinction** Thorough description of information is present.	22 pts **Mastery** Basic description of information is present.	0 pts **Not Yet Mastered** Description of information is not present.	22 / 35 pts
Evaluate Information	35 pts **Mastery with Distinction**	19 pts **Mastery**	0 pts **Not Yet Mastered**	35 / 35 pts

ADDITIONAL RESOURCES

Canvas Rubric Guides: https://community.canvaslms.com/docs/DOC-10460#jive_content_id_Rubrics
Canvas SpeedGrader Guides: https://community.canvaslms.com/docs/DOC-10460#jive_content_id_SpeedGrader