RUBRICS: EVALUATING STUDENT WORK IN CANVAS

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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 expectations and by generating feedback on submissions.

A CLOSER LOOK

Note: This tip sheet is most useful when rubrics have already been created.

Linking Rubrics to an Assignment

Once a rubric has been built, it can be linked to an assignment. To do this, go to the assignment, but do *not* click **Edit**. Instead, scroll to the bottom and click **+Rubric**, then click **Find a Rubric** in the top-right corner of the rubric window. Click the title of the rubric you want, then click **Use This Rubric**. Then, *to engage the grading capability*, click the pencil icon (but do *not* actually edit anything) and scroll to the bottom and check the **Use this rubric for assignment grading** box. (If you do need to edit content, use the "Manage Rubrics" option.)

> 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

After the rubric is linked to an assignment, you can access it in SpeedGrader by clicking **View Rubric**. Details are given in 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 additional feedback as a comment within the grading panel, but outside the rubric tool.

EXAMPLE

To use a rubric to evaluate student work 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 **View Rubric** box to open the rubric.

3. For each criterion, click the level that best describes the student's submission. Doing that will generate a color-coded bar at the bottom of the box.

4. If you think the student's work doesn't conform to the description as stated for a given criterion, you may click the box with the score in the right-most column and edit the points and/or enter feedback for that criterion.

5. At the bottom, click **Save**. The score shown in the rubric will then become the score of the assignment.

6. You may add additional feedback further down in the grading panel in the **Assignment Comments** box.

HOW AND WHERE STUDENTS SEE RUBRICS

To learn how you will assess their work, students can view the Canvas rubric before submitting their assignment (in fact, you may wish to encourage them to do this). Then, after submitting the assignment, students can use the Grades tab to view your completed rubric and feedback.

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 their assignment, and any time in between. To see the rubric, students should do the following:

1. Navigate to the assignment through the **Assignments** or (if you use it) the **Modules** tab.

2. Scroll to the bottom of the assignment to see the entire rubric.

After Grades Are Returned

Students can also view the rubric, in its completed form, when they go to 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.

The completed rubric will appear with highlighted colors, along with scores for each of the criteria and a total score.

ADDITIONAL RESOURCES

- Rubrics by Canvas

- SpeedGrader by Canvas