

# Advanced Grading Method: Rubric

Grade:

Rubric for the test

Main Idea & Focus	Skillfully combines story 4 points	Combines story elements around main idea 3 points	Story elements do not reveal a main idea 2 points	There is no clear main idea 1 points	
Plot & Narrative Devices	Characters, plot, and setting are developed strongly 4 points	Characters, plot, and setting are developed 3 points	Characters, plot, and setting are minimally developed 2 points	Lacks development on characters, plot, and setting 1 points	
Late Submission	Not late 0 points	1-3 days late -10 points	3-5 days late -20 points		

Submission

Current grade in assignment

An example of Rubric criteria in Assignment activity

## Overview:

This guide shows you how to create rubric criteria in Assignment activity.

## What to know:

The rubric feature affords a teacher the ability to provide grades and feedback in an alternative manner to simple grading.

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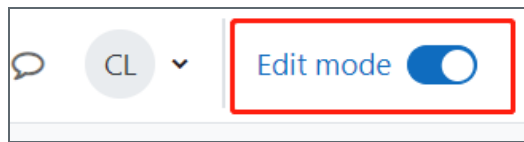
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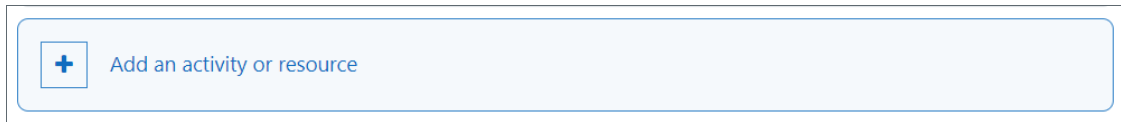
Step 1: Turn on editing mode in your module area/course

Click the 'Turn editing on' button displayed near the upper right of the module area/course.



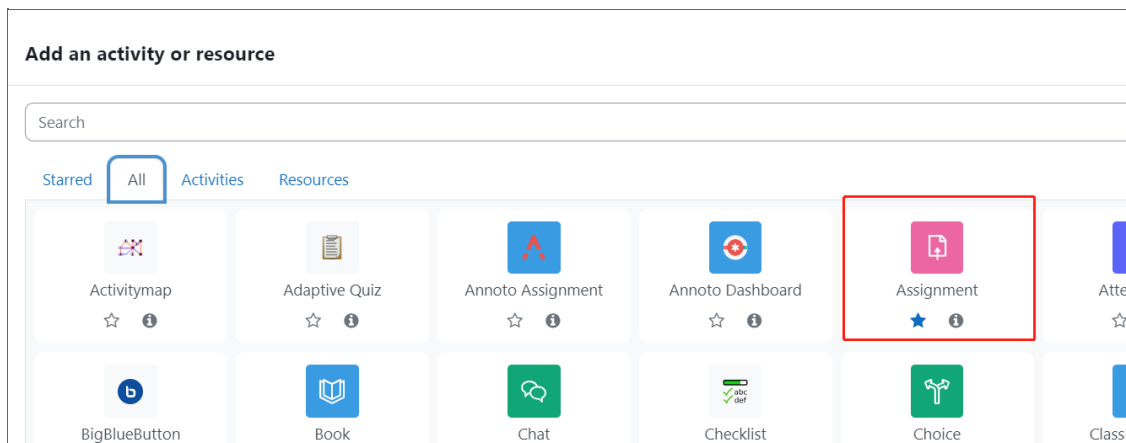
## Step 2: Click 'Add an activity or resource '

1. When editing mode is turned on, navigate to the section where you want to add the assignment activity.
2. Next, click the 'Add an activity or resource' button displayed at the bottom of the section.



## Step 3: Choose the Assignment activity

From the pop-up activity chooser window, locate and select The Assignment activity, then click the 'Add' button.



## Step 4: Provide a name for your activity

Now you come to the assignment creation page.

1. Please complete 'assignment name' and 'description'.
2. Then click 'save and return to module' at the bottom of the page to save the settings

▼

General

Assignment name

?

Description

↓

T

B

I

U

H-P

Words: 0

☐ Display description on course page

?

## Step 5: The Rubric function

You'll now go to the settings area within this area. Scroll down to the 'Grade' section, then from the 'Grading Method' drop-down menu, please choose 'Rubric', then 'Save changes'.

Grade

Grade

Type

Point

Maximum grade

100

Grading method

Simple direct grading

Simple direct grading

Checklist

Marking guide

Rubric

Ranged rubric

Rubrix

No

Grade category

Grade to pass

Anonymous submissions


[Save and return to course](#)
[Save and display](#)
[Cancel](#)

### Step 6: Selecting the grading form


Now you are taken to a screen where you can choose the grading method either by using a template or creating a grading form from scratch. Alternatively you have the option of even changing the grading method.

# Advanced grading

Change active grading method to Rubric



Define new  
grading form  
from scratch



Create new  
grading form  
from a template

## Step 7: Naming your Rubric

You will have to name your Rubric, much in the same manner as you named the Assignment activity initially.

Name ! Rubric

Description

↕

T

B

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U

Words:0

## Step 7: Defining your Rubric

- 1. Provide a name for the Rubric Criteria.
- 2. Add criteria descriptions and points, also add level, delete, move, and duplicate

Rubric

×

Main idea and  
Focus

Click to edit level  
0 points

×

Click to edit level  
1 points

×

Click to edit level  
2 points

×

+ Add level

+Add criterion

Rubric

Delete criteria level

Add level for additional criteria items

<div>✕</div> <div>↓</div> <div>📄</div>	<b>Main idea and Focus</b> No clear idea <b>1 points</b>	<div>✕</div> No main story element <b>2 points</b>	<div>✕</div> Clear story element <b>3 points</b>	<div>✕</div> Skillful <div>4</div> <b>point</b> <b>s</b>	<div>+</div> Add level
--	--	---	---	---	------------------------

Move criteria level

Copy criteria level

## Step 8: Adding negative points to your rubric

You can add negative points to your rubric, for example, if your students submit after the deadline, you have the ability to penalise them, so that their final grade reflects this. Please note you will also have to add a criteria description that does not negatively affect their score for example '0'.

	1 points	2 points	3 points
<div>↓</div> <div>📄</div>			
<div>↑</div> <div>✕</div> <div>📄</div>	<b>Late Submission</b> 3-5 days late <b>-3 points</b>	1-3 days late <b>-2 points</b>	On time <b>0 points</b>

## Step 9: Saving the Rubric

Once you have completed your rubric, go down to the 'rubric options', decide which ones are applicable for your needs, then save the rubric and make it ready.

**Note:** it's advisable the you leave the 'Calculate grade having a minimum score of the minimum achievable grade for the rubric' ticked, as unticking this option could affect your rubric in a significant and often negative manner.

**Rubric options**

Sort order for levels: Ascending by number of points ▾

- ☒ Calculate grade having a minimum score of the minimum achievable grade for the rubric?
- ☒ Allow users to preview rubric (otherwise it will only be displayed after grading)
- ☒ Display rubric description during evaluation
- ☒ Display rubric description to those being graded
- ☒ Display points for each level during evaluation
- ☒ Display points for each level to those being graded
- ☒ Allow grader to add text remarks for each criterion
- ☒ Show remarks to those being graded

## Step 9: Using the rubric criteria

Here is an example of the rubric.

Note: when you are grading with your rubric you are obliged to select a rubric item from each criteria, none can be omitted, therefore if you believe that a student has not met an expectation please factor this in to your rubric items/descriptions when you are designing it i.e. creating a description with 'not met' and applying a '0' grade for that item.

Course: Chenhui's Test Module  
Assignment: Test Rubric  
View all submissions

Sandbox Student 1  
sdstudent1@invalid.noemail  
Due date: 18 September 2023, 12:00 AM

Change user  
1 of 6  
Reset table preferences

Page 1 of 3

Features Of The Suzhou Museum Cultural Studies Essay

The legacy of the ancient canal city is preserved in the gardens of Suzhou, the legacy of a city that identified with silk trade and its beauty left Marco Polo astounded. Even though the city had acquired ugliness of the commercial sprawl all this is shattered by the high walls saving it from the ugly look it had suffered for the last fifty years. If one arrives early in the day or at a time when the season is low for purposes of avoiding noisy tour groups, there is still the opportunity of appreciating and savoring the landscapes that are put on a pedestal by scholars for purposes of poetry reading and as described by Jodidio and Adams (2008, Inc. 312), "The classical Suzhou garden is a microcosm of the world depicted in the basic elements of water, stone, plants, and buildings" it is truly a place anyone with the right instincts would be eager to visit at least once in a lifetime. It is a common phenomenon to find old men seated around in the name of playing mah jong and excited students sketching pavilions and courtyards. It was in 1917 that the association between man and nature made a mark, a man born in the year 1917. The Suzhou Museum whose he completed in the 90th year of his life marked a victorious homecoming, crowning the practice he had for a half-century in New York.

When reputation is to be mentioned in the modern architectural field then not mentioning I. M. Pei will be considered an error, apart from being a well-known architect he also falls among the most significant architectural artists who existed in the 20th century. It is also noting that he is the sole world-class architect originating from China. The area currently known as Guanezhou was his birthplace and his childhood life was spent in Lion

Draft annotations saved

Grade:

description	
Main idea and Focus	No clear idea 1 point No main story element 2 point Clear story element 3 point Skillful 4 point
Plot & Narrative Devices	Characters, plot, and setting are not well developed 1 point Characters, plot, and setting are developed 2 point Characters, plot, and setting are strongly developed 3 point

Late Submission 3-5 1-3 On

Online URL: <https://knowledgebase.xjtlu.edu.cn/article/advanced-grading-method-rubric-207.html>