

## How do I add a rubric to an assignment?

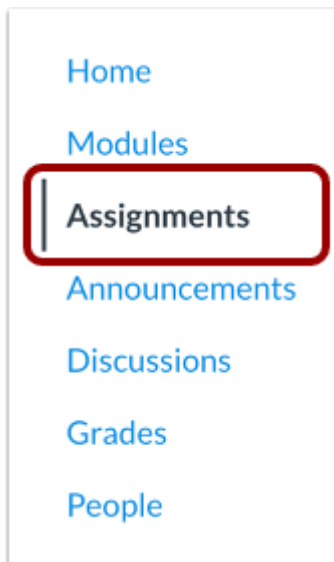
You can add a rubric to an assignment to help students understand expectations for the assignment and how you intend to score their submissions. Occasionally, rubrics are added to assignments when you have an outcome inside of the rubric that you would like to use for alignment purposes. In addition to assignments, rubrics can also be added to [graded discussions](#) and [quizzes](#).

Rubrics can be added by finding an existing rubric in one of your courses, or by creating a new rubric.

### Notes:

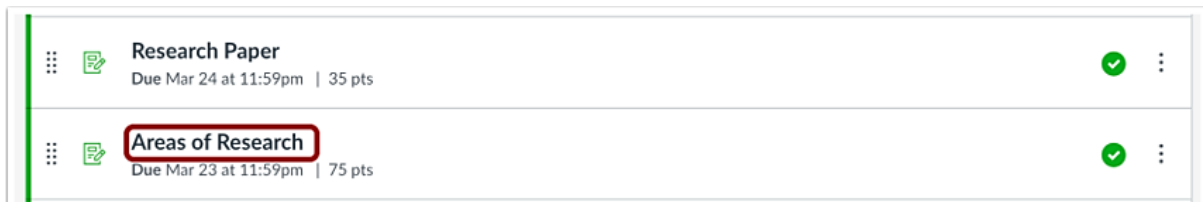
- You can only add a rubric to assignments that use the Online or On Paper submission types.
- When you add a rubric to a moderated assignment, any associated outcome results display in the Learning Mastery Gradebook only after final grades are posted.

### Open Assignments



In Course Navigation, click the **Assignments** link.

### Open Assignment



Click the name of the assignment.

## Add Rubric

### Areas of Research

Published Edit

For this assignment, all members of your group will need to choose which area of Biology to complete research on. The following choices are available:

- Biochemistry & Biophysics
- Bioengineering
- Cancer Biology
- Cell Biology
- Developmental Biology
- Genetics

**Points** 75

**Submitting** a text entry box or a file upload

Due	For	Available from	Until
Nov 24	Everyone	-	-

+ Rubric

Click the **Add Rubric** button.

## Find a Rubric

[Find a Rubric](#)

Criteria	Ratings	Pts
Description of criterion Range <input type="checkbox"/>	<div style="display: flex; justify-content: space-between;"> <span>5 pts Full Marks</span> <span style="border-left: 1px dashed #ccc; padding-left: 5px;">0 pts No Marks</span> </div>	<input style="width: 40px; border: 1px solid #ccc;" type="text" value="5"/> pts

+ Criterion [Find Outcome](#)
Total Points: 5

I'll write free-form comments when assessing students  
 Remove points from rubric  
 Don't post Outcomes results to Learning Mastery Gradebook  
 Use this rubric for assignment grading  
 Hide score total for assessment results

Cancel
Create Rubric

To find an existing rubric, click the **Find a Rubric** link.

You can find rubrics that were created in previous assignments as well as rubrics created in other courses where you have an instructor role.

## Select Rubric

Find Existing Rubric
×

[Manage Rubrics](#)

### Find a Rubric

- [Bio 101](#)  
5 rubrics
- 1** [Bio 101](#)  
7 rubrics
- [BIO 101](#)  
5 rubrics
- [BIO 102](#)  
17 rubrics
- [BIO-101](#)  
14 rubrics
- [BIO-101](#)  
20 rubrics
- [BIO-101-2014](#)  
7 rubrics

- [Entries](#)  
5 criteria  
25 points possible
- [Quiz Rubric](#)  
1 criteria  
5 points possible
- [Research Rubric](#)  
7 criteria  
35 points possible
- [Some Rubric](#)  
1 criteria  
25 points possible
- 2** [Worksheet Rubric](#)  
4 criteria  
15 points possible

#### Worksheet Rubric





Criteria	Assessment
Worksheet has student's name on it	Full Name Partial Name No Name <span style="float: right;">/ 2 pts</span>
Worksheet is complete	Fully complete Half complete Less than 1/3 complete <span style="float: right;">/ 5 pts</span>

**3** Use This Rubric



In the first column, select a course or account [1]. In the second column, locate and click the name of a rubric [2]. You can view the criteria and points in each rubric. To select a rubric for the assignment, scroll to the bottom of the rubric and click the **Use This Rubric** button [3].

## Edit Rubric

Worksheet Rubric   				
Criteria	Ratings			Pts
Worksheet has student's name on it	2 pts Full Name	1 pts Partial Name	0 pts No Name	2 pts
Worksheet is complete	5 to >3 pts Fully complete	3 to >1 pts Half complete	1 to >0 pts Less than 1/3 complete	5 pts
Student work is legible (easy to read)	3 pts Legible	2 pts Somewhat legible	0 pts Illegible	3 pts
 Assignment Outcome <a href="#">view longer description</a> threshold: 3 pts	5 pts Exceeds Expectations	3 pts Meets Expectations	0 pts Does Not Meet Expectations	5 pts
				Total Points: 15

To edit an unused rubric or to select rubric settings, click the **Edit** icon.

**Note:** When editing a rubric, you can remove associated outcome criteria. However, outcome criteria can only be [edited](#) from the Outcomes page.



## Create New Rubric

Title: <input type="text" value="Some Rubric"/>			<a href="#">Find a Rubric</a>
Criteria	Ratings		Pts
Description of criterion Range <input type="checkbox"/>	5 pts Full Marks	0 pts No Marks	<input type="text" value="5"/> pts
<a href="#">+ Criterion</a> <a href="#">Find Outcome</a>			Total Points: 5
<input type="checkbox"/> I'll write free-form comments when assessing students			
<input type="checkbox"/> Remove points from rubric			
<input type="checkbox"/> Don't post Outcomes results to Learning Mastery Gradebook			
<input type="checkbox"/> Use this rubric for assignment grading			
<input type="checkbox"/> Hide score total for assessment results			
<input type="button" value="Cancel"/>		<input type="button" value="Create Rubric"/>	

If you can't find an existing rubric to use for the assignment, you can [create a new rubric](#) for your assignment. New rubrics are saved in your course for future use.

## Select Rubric Settings

Title: 
[Find a Rubric](#)

Criteria	Ratings	Pts
Worksheet has student's name on it Range <input type="checkbox"/>	<div style="display: flex; justify-content: space-between;"> <div style="width: 33%;">2 pts Full Name</div> <div style="width: 33%;">1 pts + Partial Name</div> <div style="width: 33%;">0 pts + No Name</div> </div>	+ <input type="text" value="2"/> pts
Worksheet is complete Range <input checked="" type="checkbox"/>	<div style="display: flex; justify-content: space-between;"> <div style="width: 33%;">5 to &gt;3 pts Fully complete</div> <div style="width: 33%;">3 to &gt;1 pts + Half complete</div> <div style="width: 33%;">1 to &gt;0 pts + Less than 1/3 complete</div> </div>	+ <input type="text" value="5"/> pts
Student work is legible (easy to read) Range <input type="checkbox"/>	<div style="display: flex; justify-content: space-between;"> <div style="width: 33%;">3 pts Legible</div> <div style="width: 33%;">2 pts + Somewhat legible</div> <div style="width: 33%;">0 pts + Illegible</div> </div>	+ <input type="text" value="3"/> pts
<span>🎯</span> Assignment Outcome <a href="#">view longer description</a> <small>threshold: 3 pts</small>	<div style="display: flex; justify-content: space-between;"> <div style="width: 33%;">5 pts Exceeds Expectations</div> <div style="width: 33%;">3 pts Meets Expectations</div> <div style="width: 33%;">0 pts Does Not Meet Expectations</div> </div>	5 pts
<a href="#">+ Criterion</a> <a href="#">Find Outcome</a>		Total Points: 15

- 1 I'll write free-form comments when assessing students
- 2 Remove points from rubric
- 3 Don't post Outcomes results to Learning Mastery Gradebook
- 4 Use this rubric for assignment grading
- 5 Hide score total for assessment results

Cancel
Update Rubric

Once you have added a rubric, you can select several options for the rubric.

If you want to [write free-form comments](#) to students in SpeedGrader, select the **I'll write free-form comments...** checkbox [1]. If this option is selected, no ratings are used to assess the student and criterion values are assigned manually.

If you want to remove points from the rubric, select the **Remove points from rubric** checkbox [2]. If this option is selected, no points are associated with the rubric, but students can still be rated using the rubric criterion.

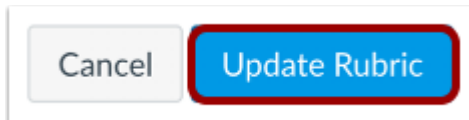
If you have the Learning Mastery Gradebook enabled but you don't want outcome results to be posted to the Learning Mastery Gradebook, select the **Don't post Outcomes results to Learning Mastery Gradebook** checkbox [3]. If this option is selected, students will be able to see rubric and outcome results in the Grades and submission details pages but results will not be posted to the Learning Mastery Gradebook.



If you want to [use the rubric for grading](#) in SpeedGrader, select the **Use this rubric for assignment grading** checkbox [4].

If you don't want students to see the score total for the rubric, select the **Hide score total for assessment results** checkbox [5]. Students can still see the point values for each criterion, but the total score will not be shown at the bottom of the rubric. This option is only available if the rubric is not used for grading.

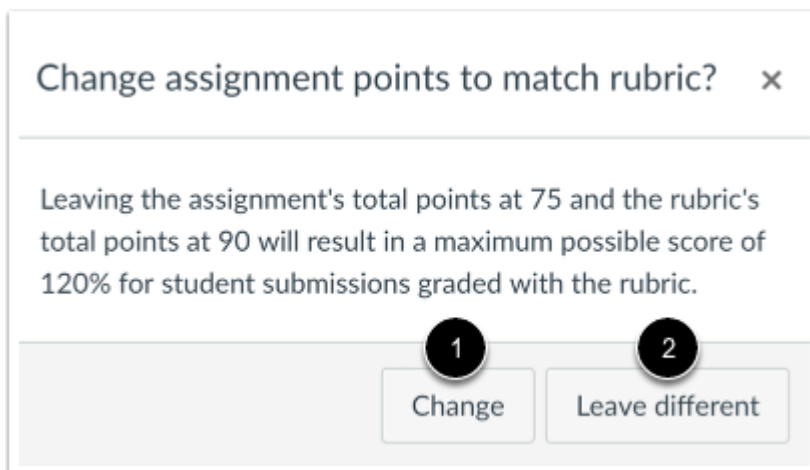
Save Rubric



Click the **Update Rubric** button.

**Note:** If you created a new rubric, the assignment will show the **Create Rubric** button.

Adjust Scoring Points




If you select the option to use the rubric for grading, Canvas will compare the rubric score and Assignment points.

If the number of points in the rubric is different than the number of points in the Assignment, Canvas will generate a warning message notifying that the point values are not equal.

To update the number of points in the assignment, click the **Change** button [1]. Otherwise, click the **Leave different** button [2].

## View Rubric

Worksheet Rubric				
Criteria	Ratings			Pts
Worksheet has student's name on it	2 pts Full Name	1 pts Partial Name	0 pts No Name	2 pts
Worksheet is complete	5 to >3 pts Fully complete	3 to >1 pts Half complete	1 to >0 pts Less than 1/3 complete	5 pts
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				Total Points: 15

View the rubric for the assignment.

To edit the rubric, click the **Edit** icon [1]. To replace the rubric with an existing rubric, click the **Search** icon [2]. To delete the rubric from the assignment, click the **Delete** icon [3].