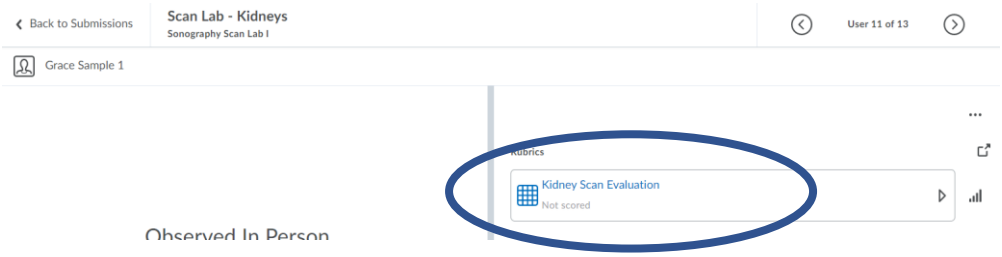
How to Use a Marking Rubric

INSTRUCTOR: How to Use:

1. Click on Assignments.
2. Click on the **Specific Assignment that Requires Marking with the Rubric**
3. Click on the Evaluate – next to the student's name

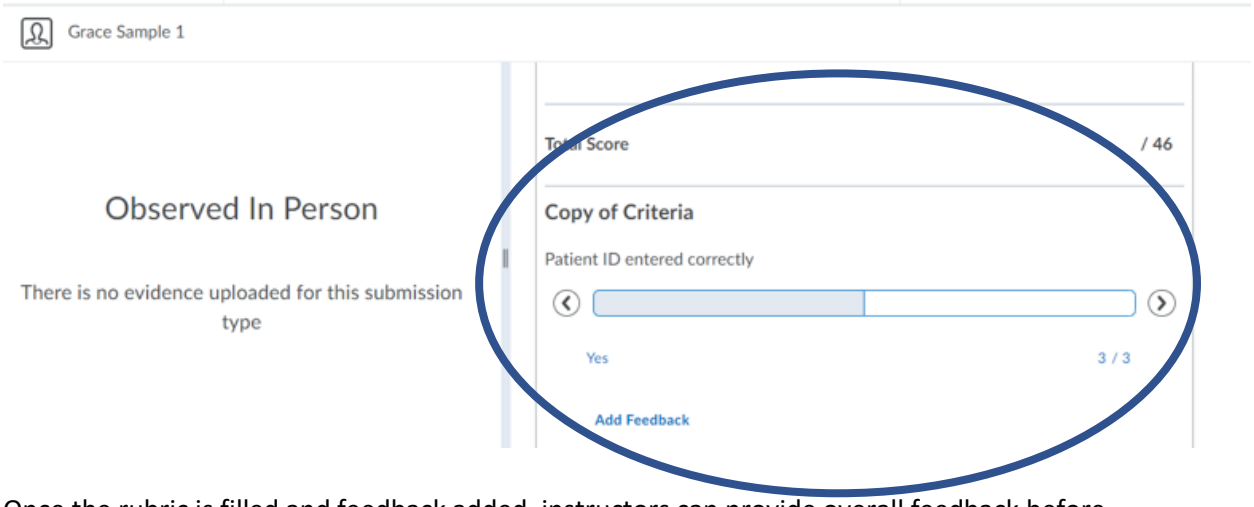


4. Click on the Rubric (right-hand side)



5. Each section of the rubric will show as below. Hovering over the rectangle will show the weight/grading. Instructors will click on the rectangle that is reflective of the student mark (a checkmark will appear).

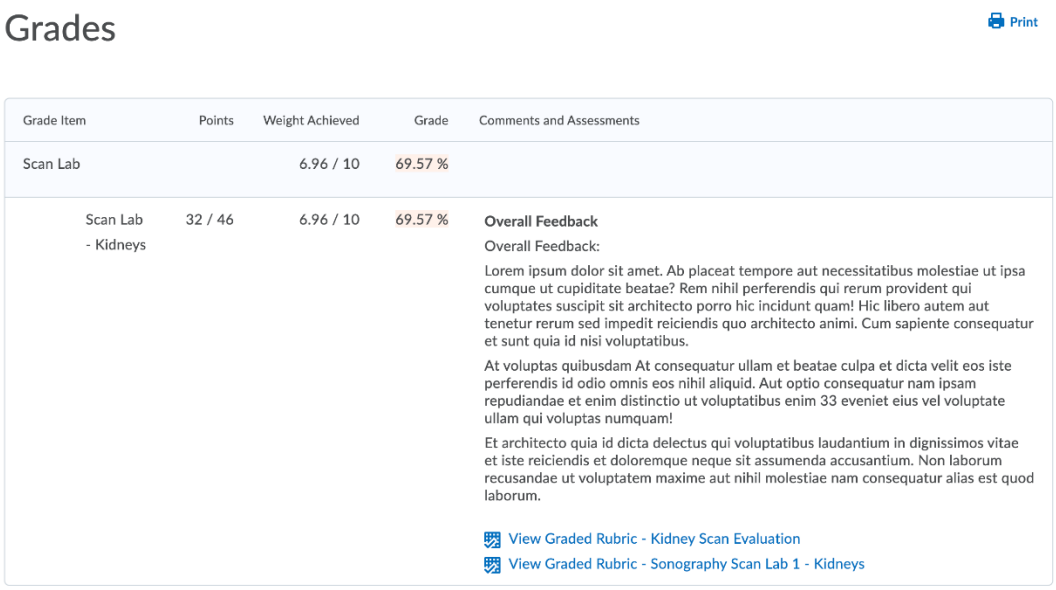
   To add feedback, click on Add Feedback.



6. Once the rubric is filled and feedback added, instructors can provide overall feedback before publishing the rubric.
7. Students will only see the rubric once it is published.

From the Student perspective:

1. Once the rubric is published, the student will receive a notification they can view their results.
2. The first screen will show them their mark and overall feedback.



3. They will then click on the blue View Graded Rubric icon (students will only have one – I created two the sample student).
4. Once they click on the view graded rubric, they will see the following:

