

USING CANVAS FOR ASSESSMENT

Using a Rubric

STEP ONE: Go to the Page for the specific Assignment in your Canvas Course

STEP TWO: Open the SpeedGrader

The assignment page should look something like this:

The screenshot shows the Canvas LMS interface for an assignment. The left sidebar contains navigation options like Home, Announcements, Assignments, Discussions, Grades, People, Pages, Files, Syllabus, Outcomes, Quizzes, Modules, Conferences, Collaborations, Chat, Attendance, LockDown Browser, Media Gallery, My Media, and Settings. The main content area displays the assignment details for 'Project 3: Formal Research Project', including its length (7-8 pages), due date (Tuesday, December 1, 2015), and submission type (file upload). Below this is a table for the 'Foundational Writing Rubric' with columns for Criteria, Ratings, and Points.

Criteria	Ratings				Pts
■ Selection and Development of Topic view longer description threshold: 1.0 pts	Level 3 3.0 pts	Level 2 2.0 pts	Level 1 1.0 pts	Below Level 1 0.0 pts	3.0 pts
■ Context of and Purpose for Writing view longer description threshold: 1.0 pts	Level 3 3.0 pts	Level 2 2.0 pts	Level 1 1.0 pts	Below Level 1 0.0 pts	3.0 pts
■ Source Integration view longer description	Level 3 3.0 pts	Level 2 2.0 pts	Level 1 1.0 pts	Below Level 1 0.0 pts	3.0 pts

In the right-hand pane, click on the SpeedGrader link.

This image is a close-up of the 'Related Items' section on the right side of the Canvas assignment page. It shows two links: 'SpeedGrader™' and 'Download Submissions'. The 'SpeedGrader™' link is highlighted with a red rectangular box.

STEP THREE: Open the Rubric

Inside the SpeedGrader, look on the right-hand side of the page for the View Rubric button.

Assessment

Grade (/ 50)

View Rubric

To view the entire rubric window, you may need to scroll both vertically and horizontally. To resize the rubric window, click and drag the sizing column horizontally.

Grading

Assignments

Criteria	Ratings	
Follow Instructions	Full Marks 10 pts	Rating Description 3 pts
Answered the Question	Full Marks 15 pts	Rating Description 5 pts
Effort	Full Marks 20 pts	Rating Description 6 pts
Assignment Outcome view longer description	Exceeds Expectations 5 pts	Meets Expectations 3 pts

STEP FOUR: Fill out the Rubric

Use the rubric to evaluate the assignment. Select the grade for each criteria by clicking the appropriate category. Click the **Save** button to save the grade.

Grading

English Dept Assessment					
Criteria	Ratings				Pts
Thesis Development view longer description	Full Marks 25 pts	Rating Description 20 pts	Rating Description 15 pts	No Marks 0 pts	<input type="text" value="20"/> / 25 pts
Apply APA Formatting	Exceeds Expectations 15 pts	Meets Expectations 10 pts	Does Not Meet Expectations 0 pts		<input type="text" value="10"/> / 15 pts
Following Directions	Full Marks 5 pts		No Marks 0 pts		<input type="text" value="5"/> / 5 pts
Turned in on time	Full Marks 5 pts		No Marks 0 pts		<input type="text" value="5"/> / 5 pts
Total Points: 40 out of 50					

OPTIONAL STEP FIVE: Enter the Grade

Even if you aren't using Canvas for grading, you may want to fill in the Grade box just above the rubric. Canvas will nag you about the assignment being ungraded until you do.