



[Webinar recording](#) (36 min)

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Minnesota State Webinar Series 2019

Intro to Rubrics in D2L Brightspace

Rubrics Overview

Rubric types, scoring methods, status, associations

Rubric visibility

Essence of a Rubric

1. Provides students with **expectations** and **criteria** upon which they will be evaluated
2. Provides consistency in teacher assessments by stating **criteria** and **evaluating** student performance uniformly via rubric levels
3. Fosters student reflection and self-evaluation

Brightspace Rubrics Basic Terminology

- **Types:**
 - Analytic (default)
 - Holistic
- **Scoring Methods:**
 - Points (Analytic only--default)
 - Custom Points (Analytic only)
 - Text Only (Analytic or Holistic)
 - Percentages (Holistic only-default)
- **Associations**
 - Linked
 - Locked
- **Status:**
 - Draft (default)
 - Published
 - Archived
- **Levels** (Holistic or Analytic can have multiple levels (columns))
- **Criteria** (Analytic can have multiple criteria (rows) Holistic can only have one row)

Planning Phase

- What is being evaluated?
- What is most relevant to setting criteria and providing feedback—analytic or holistic?
- What is most appropriate for scoring—points, percentage, text-only feedback?

Creating an Analytic Rubric * with Points scoring method

The screenshot shows the 'Edit Rubric' interface. At the top right, the 'Status' is set to 'Draft'. Below this, the 'Name' field is 'Untitled'. The 'Type' is set to 'Analytic' and the 'Scoring' method is set to 'Points'. The 'Status' dropdown menu is open, showing 'Published', 'Archived', and 'Draft' (selected). A red callout points to 'Draft' with the text 'default status'. The 'Type' dropdown menu is also open, showing 'Holistic' and 'Analytic' (selected). The 'Scoring' dropdown menu is open, showing 'No Score', 'Points' (selected), and 'Custom Points'. The 'Reverse Level Order' toggle is turned on. The rubric table has three levels: Level 3 (3 pt), Level 2 (2 pt), and Level 1 (1 pt). The table has three criteria: Criterion 1, Criterion 2, and Criterion 3. Each criterion has an 'Initial Feedback' row.

	Level 3	Level 2	Level 1
Criterion 1	3 pt	2 pt	1 pt
Initial Feedback			
Criterion 2			
Initial Feedback			
Criterion 3			

Defining Levels and Criteria

	Level 4	Level 3	Level 2	Level 1	
	4 pt	3 pt	2 pt	1 pt	
Criterion 1					
	Initial Feedback				
Criterion 2					
	Initial Feedback				

Point and click to place cursor in a text box or field in the rubric. Begin typing, or pasting text.

Criteria are set in rows, while **levels** are in columns. Each criterion feedback entry in the Level 4 column will be of the highest level of achievement.

Levels and Criteria Entered

	<input type="text" value="Excellent"/> <input type="text" value="5"/> pt <input type="checkbox"/>	<input type="text" value="Very Good"/> <input type="text" value="4"/> pt <input type="checkbox"/>	<input type="text" value="Average"/> <input type="text" value="3"/> pt <input type="checkbox"/>	<input type="text" value="Inadequate"/> <input type="text" value="1"/> pt <input type="checkbox"/>	
Demonstrates knowledge of topic	shows extraordinary knowledge	shows good knowledge	shows adequate knowledge	shows inadequate knowledge	/ 5
Initial Feedback					
Adds relevant points to conversation	Adds thought-provoking points that are innovative	Adds relevant points that promote further discussion	Adds somewhat relevant points without inspiring further discussion	fails to add anything relevant	/ 5
Initial Feedback					
Engages professionally and courteously	Impeccably professional and courteous, worthy of publication	Shows courtesy and professionalism in most statements	Shows acceptable courtesy and professionalism, but could be more polished	Entirely lacking in courtesy and professionalism	/ 5
Initial Feedback					

Overall Score/Level of Achievement

Overall Score

Each submission is assigned a **level of achievement** based on its **overall** rubric score.

Excellent	Very Good	Average	Inadequate
14 or more	11 or more	7 or more	0 or more
Two or more criteria must be of "excellent" level, with only one "very good"	Two or more criteria must be of "very good" level, with only one "average"	Two or more criteria must be of "very good" level with only one "inadequate"	Two or more criteria are of "inadequate" level

The thresholds for level of achievement are determined by the instructor and are entered manually. Bubbles describe which criteria scores must be earned to attain the named levels of achievement.

Editing the Analytic rubric

- Add or delete criterion row or level column
- Reverse the level order (highest to lowest) L to R or R to L

Type: Analytic ▾ Scoring: Points ▾ **↔ Reverse Level Order** highest to lowest from left to right or right to left

	Inadequate	Average	Very Good	Excellent	
	1 pt	3 pt	4 pt	5 pt	
Demonstrates knowledge of topic	shows inadequate knowledge	shows adequate knowledge	shows good knowledge	shows extraordinary knowledge	/ 5
Initial Feedback					
Adds relevant points to conversation	fails to add anything relevant	Adds somewhat relevant points without inspiring further discussion	Adds relevant points that promote further discussion	Adds thought-provoking points that are innovative	/ 5

Add level (column) to either end of rubric

Delete a criterion row

Creating an Analytic Rubric * with Custom Points scoring method

Type: Analytic ▾ Scoring: Custom Points ▾ ⇄ Reverse Level Order

	Inadequate	Average	Very Good	Excellent	
⋮ Demonstrates knowledge of topic	1 pt shows inadequate knowledge	3 pt shows adequate knowledge	4 pt shows good knowledge	5 pt shows extraordinary knowledge	/ 5
Initial Feedback					
⋮ Adds relevant points to conversation	1 pt fails to add anything relevant	3 pt Adds somewhat relevant points without inspiring further discussion	4 pt Adds relevant points that promote further discussion	5 pt Adds thought-provoking points that are innovative	/ 5
Initial Feedback					
⋮ Engages professionally and courteously	0 pt Entirely lacking in courtesy and professionalism	1 pt Shows acceptable courtesy and professionalism, but could be more polished	2 pt Shows courtesy and professionalism in most statements	3 pt Impeccably professional and courteous, worthy of publication	/ 3
Initial Feedback					

criticon can have different number of points possible

Creating a Holistic rubric

Name*
Discussion rubric (holistic)

Type: **Holistic** Scoring: **Percentage** [Reverse Level Order](#)

One criterion (row) with multiple levels (columns)

	Inadequate	Average	Very Good	Excellent
	0 %	50 %	75 %	90 %
	fails to add anything relevant	Adds somewhat relevant points without inspiring further discussion	Adds relevant points that promote further discussion	Adds thought-provoking points that are innovative
Initial Feedback				

Holistic with Text Only (No Score)

Type: **Holistic** ▾

Scoring: **No Score** ▾

↔ Reverse

Scoring method: "No Score" (aka Text Only)

	Inadequate	Average	Very Good	Excellent
	fails to add anything relevant	Adds somewhat relevant points without inspiring further discussion	Adds relevant points that promote further discussion	Adds thought-provoking points that are innovative
Initial Feedback	Generic feedback for all students.			
	We need to talk!	Nice but room for improvement.	Good job.	Outstanding!

Rubrics menu

Rubrics

New Rubric


Rubrics available to this org unit are listed below. The Status column indi

Search For...



Show Search Options



<input type="checkbox"/>	Name ▲
<input type="checkbox"/>	Discussion rubric (analytic) 
<input type="checkbox"/>	Discussion rubric (holistic)
<input type="checkbox"/>	Discussion rubric custom p
<input type="checkbox"/>	Discussion Text Only (holist

Edit

Preview

Set Status

View Statistics

Copy

Delete


Existing rubrics can be copied to create a new rubric and then the user can edit the new rubric without needing to type in all the criteria and level information.


This is useful if you want to create a new rubric that is similar to an existing rubric.

Rubric Statuses and Associations

Is it Possible to:	Draft (status)	Published (status)	Archived (status)	Locked	Linked
<i>Edit Properties</i>	Yes	Yes	No*	No*	Yes
<i>Edit Levels and Criteria</i>	Yes	Yes	Yes	No	Yes
<i>Set Status</i>	Yes	Yes	Yes	Yes	Yes
<i>Copy</i>	Yes	Yes	Yes	Yes	Yes
<i>Delete</i>	Yes	Yes	Yes	No	No
<i>Associate rubric with learning activity (e.g. Discussion, Assignment)</i>	No	Yes	No	Yes	Yes

* **Note:** The rubric's **Name** and **Description** cannot be edited, however, the **Hide Scores** and **Advanced Availability** options can be edited.

A rubric becomes  **linked** when it is associated with an assessment item or learning activity.

A rubric becomes  **locked** when it is used to grade an assessment item or learning activity.

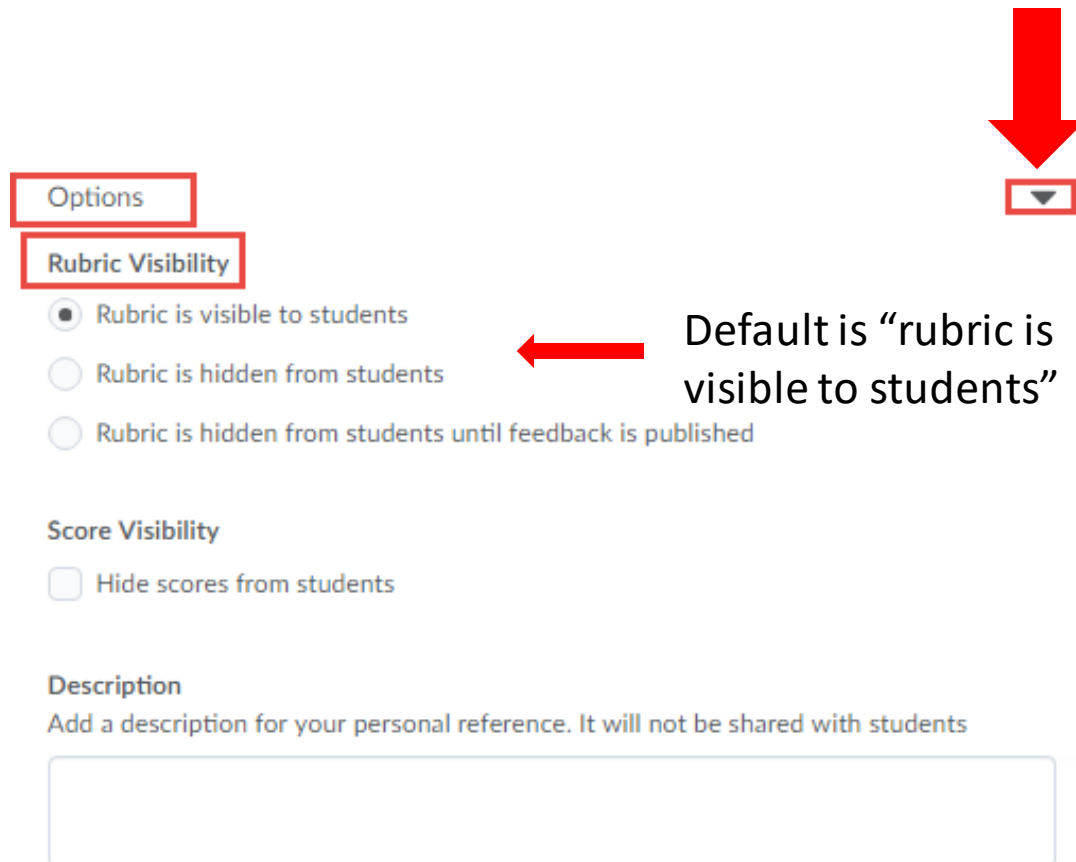
Rubric Visibility options

Creating or editing a rubric includes the following options:

- Rubric is always visible to learners,
- Rubric is hidden until feedback published, and
- Rubric is never visible to learners.

Setting Rubric visibility

Scroll down to “Options” and click drop-down menu button to expand



The screenshot shows the 'Options' section of a rubric configuration interface. A red box highlights the 'Options' header. Below it, another red box highlights the 'Rubric Visibility' sub-section. A large red arrow points down to a small square button with a downward-pointing triangle, which is the drop-down menu button. A red arrow points left from the text 'Default is “rubric is visible to students”' to the first radio button option, 'Rubric is visible to students'. Below the 'Rubric Visibility' section are the 'Score Visibility' and 'Description' sections.

Options

Rubric Visibility

- Rubric is visible to students
- Rubric is hidden from students
- Rubric is hidden from students until feedback is published

Score Visibility

- Hide scores from students

Description

Add a description for your personal reference. It will not be shared with students

Knowledge Articles

- Instructor
 - [Create and Manage Rubrics](#) KA 1026
 - [About Rubrics](#) KA 1024
- Student
 - [Viewing Rubrics](#) KA 1318
- Knowledge Articles (KAs) are available at our [D2L Support Sharepoint](#) site. Click any of the links on this page and when prompted for username and password, enter [StarID@minnstate.edu](#) for username and StarID password

Questions?

For questions on rubrics, you may submit a ticket to our [Minnesota State IT Service Desk](#). D2L Brightspace tickets are directed to the System Site Admin team to the attention of Suzanne Schlangen, Kim Vossen, Jon Werth, Charles Kroger and Karen Wenz.

You may also search our Knowledge Articles at Minnesota State's D2L Support Sharepoint site.

<https://mnsu.sharepoint.com/sites/d2lsupport/SitePages/Home.aspx>