

Blackboard Rubric Tool

The rubric tool in Blackboard gives you the ability to evaluate work submitted in Blackboard. With the rubric tool, you can divide the assigned work into parts. The parts of the rubrics give a description of the characteristics of each part of the work, at varying levels of skill.

The students benefit from the rubric because they can use it to organize their efforts to meet the requirements of the graded work. The rubric offers transparency to the students and they know exactly what the instructor expects from their work.

Which Blackboard assessment tools use rubrics?

- Assignment Tool
- Test Question Types: Essay, Short Answer, and File Response
- Discussion Forums, Blogs, Journals, and Wikis
- Grade Center Columns created for manual entry

Create a Rubric

Multiple rubrics can be created in your course. Each rubric consists of columns and rows. The rows represent the criteria and the columns represent the level of achievement and a description of the criteria. By default, rubrics have three rows and three columns but additional rows and columns can be added.

To create a rubric in Blackboard:

Control Panel > Course Tools > Rubrics

1. On the Rubrics page, select Create Rubric. Type a title and optional description.
2. Select Add Row to add a new criterion to the bottom of the grid.
3. Select Add Column to add a new level of achievement to the grid.
4. Choose a Rubric Type from the Menu:
 - No Points
 - Points
 - Point Range
 - Percent (can be weighted)
 - Percent Range (can be weighted)
5. Once all of the criteria is completed, click the Submit button.
6. The rubric will be show to be saved and available in the Rubrics area. **To attach a rubric to an assignment:**
 1. Find the assignment that needs to have a rubric included > click the chevron beside the assignment name to choose the Edit option.
 2. Edit Assignment screen > Grading section > Add Rubric button to see the following options:



- Select Rubric -- allows you to select a saved rubric
- Create New Rubric -- allows you to create the rubric
- Create From Existing -- allows you to open an existing rubric and add to or make changes

3. Rubric Options

Associated Rubrics	Add Rubric	Type	Date Last Edited	Show Rubric to Students
A B C		Grading for Written Work (Point Range)	Apr 21, 2020 11:28:52 AM	D No

- **A** Remove Rubric -- deletes the rubric currently attached
- **B** View Rubric -- allows you to view the rubric
- **C** Edit Rubric -- allow you to edit the current rubric attached
- **D** Show Rubric to Students Options
 - No -- Students do not see rubric
 - Yes (With Rubric Scores)
 - Yes (Without Rubric Scores)
 - After Grading

4. Once all of the rubric settings are chosen click Submit.

Student View

The students can be given access to the rubric when the assessment becomes available. The ability to for students to view the rubric before they submit their assessment lets them know what is expected by the instructor.



Name		Example Rubric				
Description						
Rubric Detail						
Criteria	Levels of Achievement					
	Excellent	Good	Average	Below Expectations	Fails to Meet Expectations	
Content	18 to 20 points Covers almost all content required. Paper is memorable.	15 to 17 points Covers most key points and writing is interesting.	11 to 14 points Covers basic content and writing is understandable.	6 to 10 points Covers a portion of content and/or contains digressions and errors.	0 to 5 points Completely off track or did not submit assignment.	
Argument	18 to 20 points Coherent and completely organized.	15 to 17 points Coherent and reasonably well organized.	11 to 14 points Fairly coherent.	6 to 10 points Some confusion and vagueness.	0 to 5 points Missed the point completely.	
Sources	18 to 20 points Sources are cited and are used critically.	15 to 17 points Sources are cited and some are used critically.	11 to 14 points Some sources are missing.	6 to 10 points Sources are not cited.	0 to 5 points Did not include.	
Writing	18 to 20 points Writing and graphics are nearly error free.	15 to 17 points A few writing and spelling errors but none that are critical for comprehension.	11 to 14 points More than a few writing and spelling errors that may impede comprehension.	6 to 10 points Many careless writing and spelling errors that impede comprehension.	0 to 5 points Errors are more critical than Below Expectations standard.	
Graphics and Fonts	18 to 20 points Easy to read fonts and legible graphics and striking layout.	15 to 17 points Easy to read fonts and legible graphics.	11 to 14 points Adequate fonts and graphics but weak execution or content.	6 to 10 points Tiny fonts and graphics that are difficult to decipher.	0 to 5 points Errors are more critical than Below Expectations standard.	