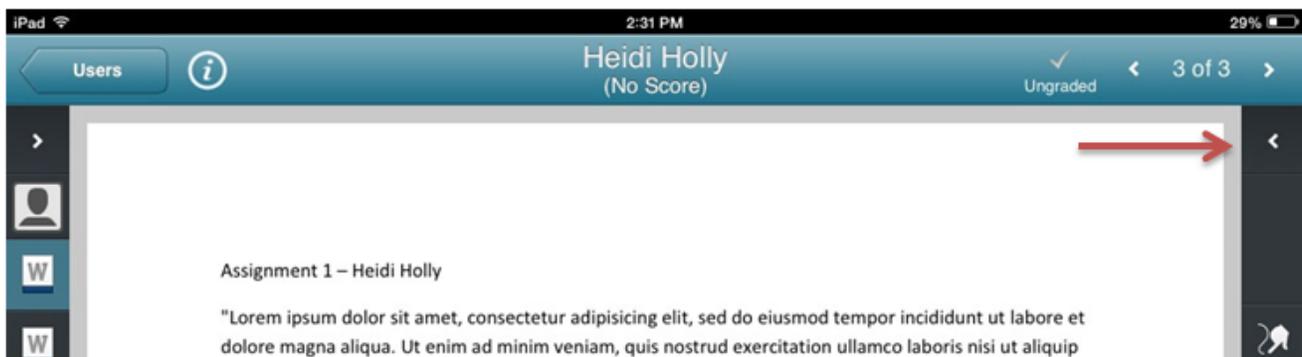


## Topic: Grading with a Rubric

Grading with a Rubric can save you quite a bit of time and help you grade assignments more objectively. If you have created a rubric for one of your dropbox assignments and tied it to the dropbox you can grade the assignment using the rubric with the Assignment Grader App.

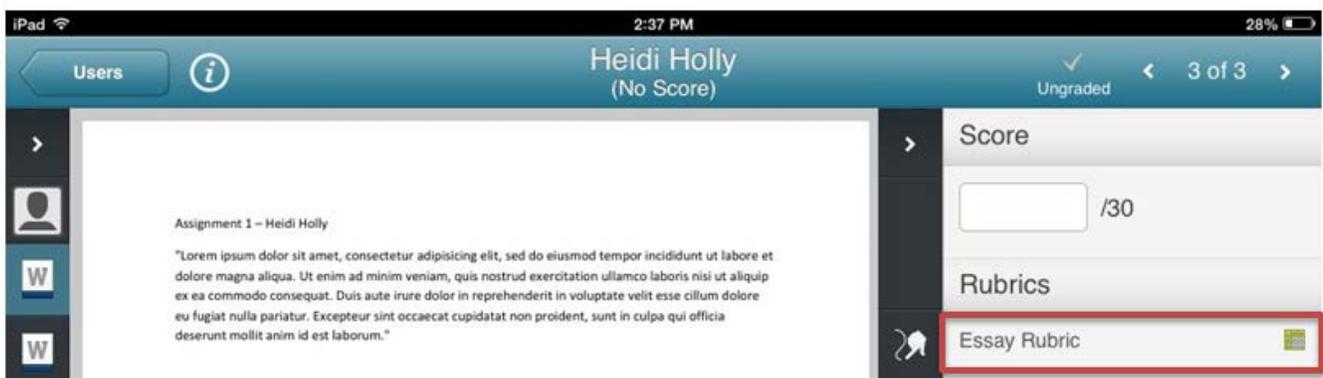
### Step 1:

Click into the dropbox folder and assignment you would like to grade. Once you have the assignment open, click the **arrow** to bring out the right sidebar.



### Step 2:

If you have a rubric tied to this dropbox assignment, it will show up under where you would score the assignment. Click on the name of the rubric.



### Step3:

You can then grade the assignment by completing the rubric.

By clicking in the boxes under which categories you have set up, the assignment grader will automatically calculate the grade for you.

Criteria	Excellent	Satisfactory	Needs Improvement	Score and Feedback
Introduction	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	3 points
Perspectives	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	5 points
Evaluation of perspectives	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	10 points
Conclusion	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	3 points
Format and grammar	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	5 points
	Excellent 5 or More	satisfactory 3 or More	Needs Improvement 0 or More	
Overall Score	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	26/30

#### Step 4:

Clicking on the blue arrows next to each criterion will allow you to give students feedback on each aspect of the assignment.

iPad 2:58 PM 24%

Users Essay Rubric Customize Feedback 3 of 3

Criterion Feedback Override Score: 5.0

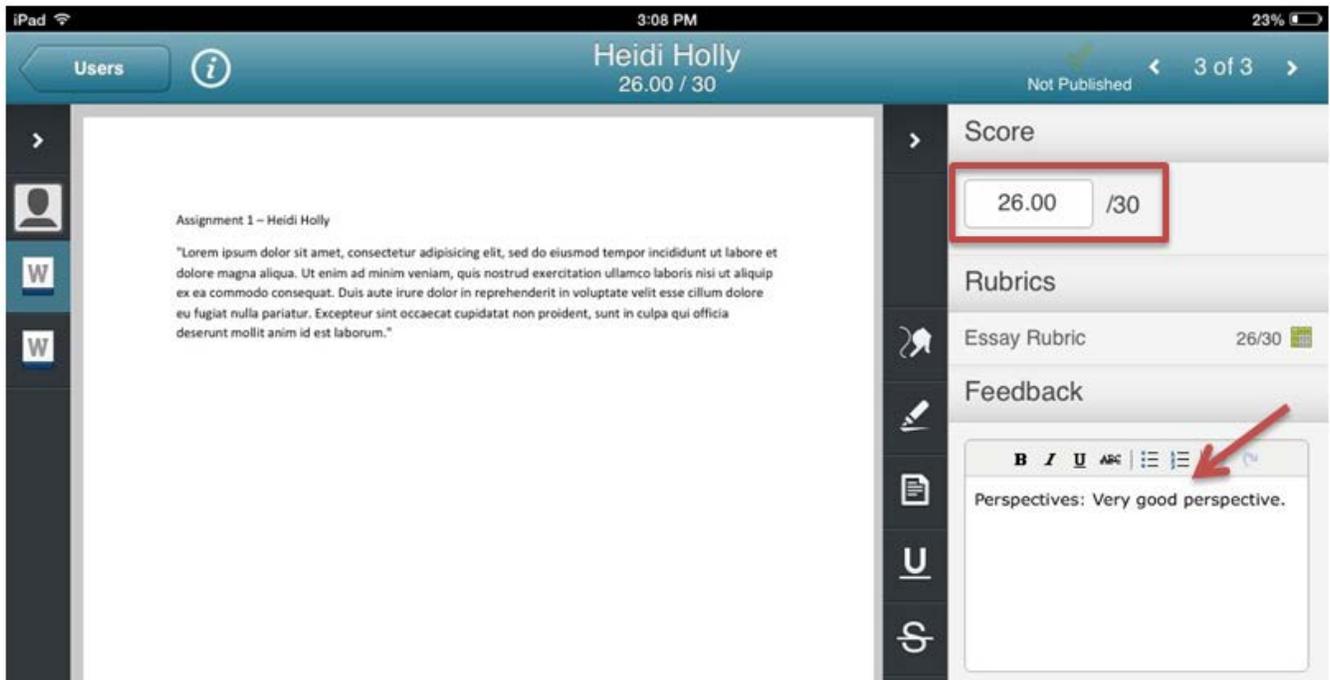
Very good perspective.

#### Step 5:

When you are done correcting and you feel the score is sufficient for the work that was done, click Save and Record at the bottom to record the score.

Cancel Save Save and Record

Once you have saved and recorded the score, you will see that within the sidebar that the grade from the rubric was automatically put into the score space and also the feedback you gave is also now posted in the feedback space saying specifically for which part of the rubric the feedback goes toward.



## For More Information

Please contact Office of Online & Extended Learning at [support@mnstate.edu](mailto:support@mnstate.edu) or 218.477.2603 if you have questions about this material.