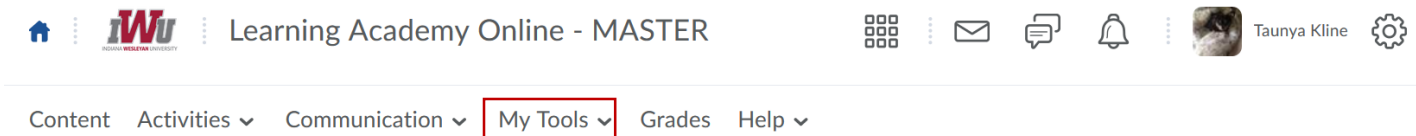


## Grades – Create a Rubric

1. Click on “My Tools” on the Navbar.

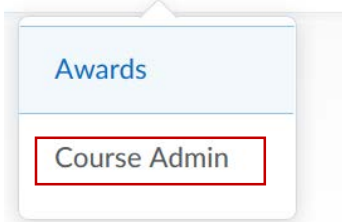


Home | **IWU** | Learning Academy Online - MASTER | [Grid Icon] | [Envelope Icon] | [Speech Bubble Icon] | [Bell Icon] | [Profile Icon] Taunya Kline | [Gear Icon]

Content | Activities ▾ | Communication ▾ | **My Tools ▾** | Grades | Help ▾

2. Select “Course Admin”.

▾ My Tools ▾ Grad



Awards

**Course Admin**

3. Click “Rubrics”.

## Assessment

 Assignments

 Checklists

 Competencies

 Grades

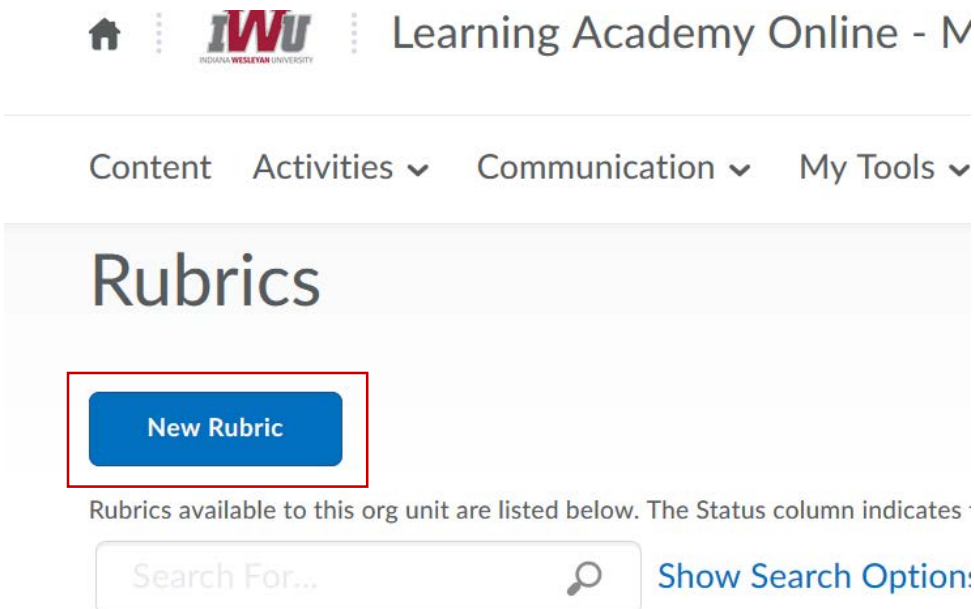
 Quizzes

 **Rubrics**

 Self Assessments

 Surveys

4. Click “New Rubric”




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Content | Activities ▾ | Communication ▾ | **My Tools ▾**

## Rubrics

**New Rubric**

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

Search For...  Show Search Option:

# New Rubric

Properties

Levels and Criteria

## General

Name \*

Enter the name of the rubric and place the status. The status can be changed later.

Rubric Status

Draft

[What is a rubric status?](#)

This rubric is in draft status, and cannot be used in assessments.

Description

Rich text editor toolbar with icons for video, image, link, paragraph, bold, italic, underline, list, font face, size, background color, table, and more. Below the toolbar is a large text area for the description.

Enter a description. **Note:** Only items with asterisks are required in the building of a new rubric.

Rubric Type

Analytic

[What are rubric types?](#)

Initial # of Levels \*

4

Initial # of Criteria \*

3

Scoring Method

Points

[What are scoring methods?](#)

Hide Scores

Hide scores from student views

Choose your rubric type, enter initial levels and criteria, and scoring method. In addition, you may hide scores from students if you wish to release all at once. Click the items below for more information on rubric types.

- [Analytic Rubrics \(two-dimensional\)](#)
- [Holistic Rubrics \(one-dimensional\)](#)

## Advanced Availability

▶ [Expand advanced availability options](#)

Choose any advanced options provided if so desired.

Save

Close