


Adding Rubrics to Assignments

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▾ CAFE_Tutorials 
 Announcements
Course Content ◀ 1
 Faculty Information
 Grades/Tools
 Group Discussion
 Discussion Board
 Liberty Webmail
 Services/Support

1. Click on Course Content.
2. Open the appropriate module, or course location.
 Note: Navigate to the Assignments folder if you have one.

 **Module 4 -- Test Pools and Tests** ◀ 2
 Assignments:

- Discussion Board Forum 2 reply
- Research Paper

3. Click Create Assessment and click Assignment.
 Note: You may also edit and attach a rubric to an existing assignment.
4. Provide a name.

Build Content ▾ | **Create Assessment** ▾ | Add Interactive Tool ▾ | Assign Textbook ▾
 Test
 Survey
Assignment ◀ 3
 Self and Peer Assessment
 SafeAssignment
 Mobile Compatible Test

1. Assignment Information
 ✖ Name and Color ◀ 4  Black

5. Click Add Rubric and then click Select Rubric, if you have one created.

3. Grading
 ✖ Points Possible
 Associated Rubrics **Add Rubric** ▾ ◀ 5
 Select Rubric
 Create New Rubric
 Create From Existing

6. Select the desired rubric and click Submit.
7. Click OK.

Select Rubrics

<input type="checkbox"/>	Name ▲	Description	Date Last Edited
<input type="checkbox"/>	Copy of Research Paper- Point Range	Rubric for Final Research paper.	9/20/12 12:04 PM
<input type="checkbox"/>	Discussion Board Thread		9/20/12 11:53 AM
<input type="checkbox"/>	Essay Question - Point Range	Rubric for Final Research paper.	8/13/12 9:54 PM
<input checked="" type="checkbox"/>	Research Paper- Point Range	Rubric for Final Research paper.	8/13/12 9:33 PM
<input type="checkbox"/>	Test Rubric	Test Rubric	8/14/12 10:05 AM

Displaying 1 to 5 of 5 items | [Show All](#) | [Edit Paging...](#)

Selected Rubrics 1

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Click OK to assign the rubric's Maximum Points as the Points Possible.

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8. Click the chevron () under Show Rubric to Students and then select Yes (With Rubric Scores).
9. Click Submit.

3. Grading

✳ Points Possible

Associated Rubrics ▼

	Name	Type	Date	
	Research Paper- Point Range	Used for Grading	8/13/12 9:33 PM	<div style="border: 1px solid #ccc; padding: 2px; font-size: x-small;"> Yes (With Rubric Scores) Yes (Without Rubric Scores) After Grading </div>

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7. Submit

Click **Submit** to finish. Click **Cancel** to quit without saving changes.

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