

Grade an Assignment with a Rubric

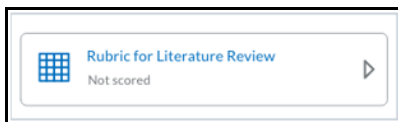
Last Modified on 01/11/2023 11:40 am CST

See [Connect a Rubric to an Assignment \(https://vtac.lonestar.edu/help/a256\)](https://vtac.lonestar.edu/help/a256) for information on connecting a rubric to your assignment.

You can evaluate a student's assignment submission using a rubric associated with the assignment folder. For each associated rubric, you can grade each student based on set criteria, and you can also provide additional feedback in the text box.

Show Video Walkthrough

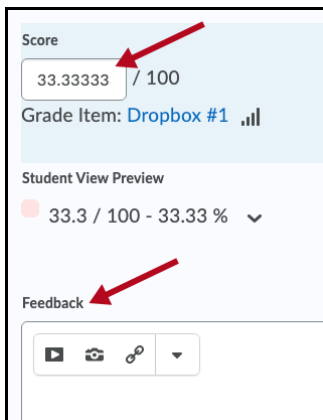
1. Click **Course Activities** on the navbar and select **Assignments**.
2. Select the assignment folder and click the submission under the student's name to grade.
3. Click the rubric listed ("Rubric for Literature Review" in the image below) or the "Assess All Rubrics" icon under **Evaluation** on the lower-right of the student's assignment. The rubric opens in a popup window.



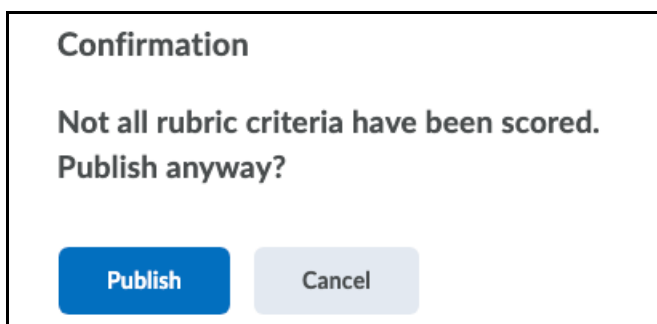
4. In the rubric, click a criterion for each level. If you want to leave feedback for each criterion, click "Add Feedback" under the criterion description.

Criteria	Level 4	Level 3
Criterion 1 Add Feedback	4 points ✓	3 points
Criterion 2 Add Feedback	4 points	3 points
Criterion 3 Add Feedback	4 points	3 points

5. When you are done with the rubric, click the **Close** button.
6. The score will be transferred from the rubric to the **Score** field. If you would like to include any general feedback, enter it in the **Feedback** field.



7. Click the Publish button if you would like to immediately publish or Save Draft if you do not want to publish. If you have not scored every criteria in the rubric, you will receive a warning that the rubric is incomplete. You can choose **Cancel** to go back and complete the rubric or publish anyway.



8. Incomplete Rubrics will display some details regarding their incomplete status.

