

Grade a Written Response Quiz Question with a Rubric

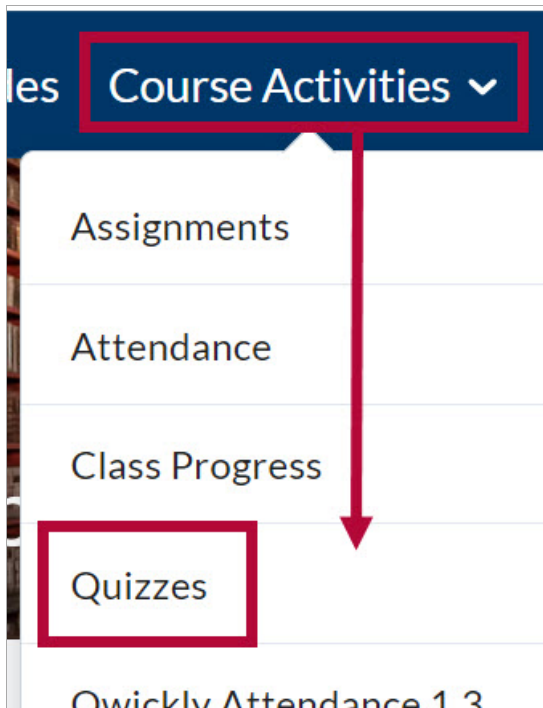
Last Modified on 03/24/2026 1:32 pm CDT

For instructions on attaching a rubric to a written response question, see [Add and Edit Quiz Questions \(https://vtac.lonestar.edu/help/add-and-edit-quiz-questions\)](https://vtac.lonestar.edu/help/add-and-edit-quiz-questions) .

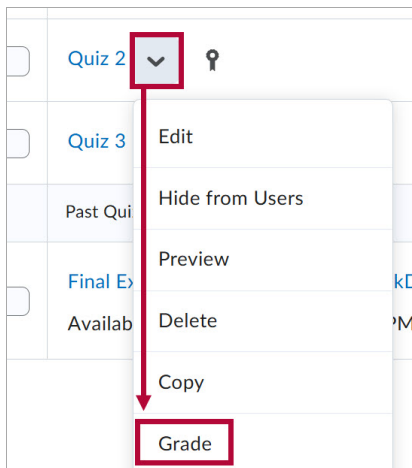
You can evaluate a student's response to a **Written Response** quiz question using a rubric. This will allow you to grade each student's response based on set criteria, and you can also provide additional feedback in the question **Feedback** field.

NOTE: Although you may add multiple rubrics to a written response question, only the *first rubric* is applied for grading.

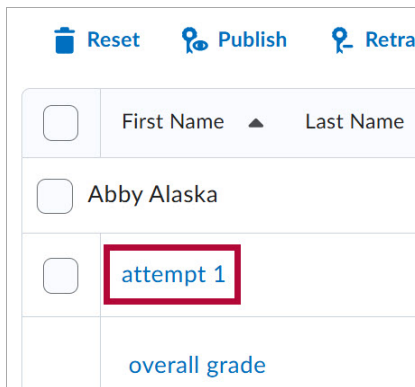
1. From the course **Navbar**, select **[Course Activities]** followed by **[Quizzes]**.



2. Click the **[down-arrow]** beside the name of the quiz you want to evaluate and select **[Grade]**.



3. From the **Grade Quiz** page, select an **[attempt]** to open for grading. In the example below, we will select **[attempt 1]**.



4. Navigate to the **Written Response** question and select the attached rubric below the student's response. In the example below, we will select **[Short Answer Response Rubric]**.

A Abby Alaska Attempt 1 ▼

Question 3

How did the cultivation of coffee in the Americas contribute to the development of colonial economies and global trade networks in the 18th and 19th centuries?


The cultivation of coffee in the Americas during the 18th and 19th centuries contributed significantly to the development of colonial economies and global trade networks. This economic growth, however, was often accompanied by social and political consequences, such as increased inequality and tensions between colonizers and colonized populations.

99 words

[Pop Out](#)

Save Time
11:43 AM

Rubrics

 **Short Answer Response Rubric** ▶

Not scored

Score

/ 10 (not auto-graded: a default grade of 0 will be assigned)

5. The rubric will expand upon clicking. Select the appropriate level for each criterion.

Total Score 5 / 6

Criteria

Knowledge

◀ ▶

Level 3 3 / 3

Demonstrates an exceptional understanding of the topic. The response is accurate, relevant, provides specific examples, and offers insightful analysis.

[Add Feedback](#)

Writing Quality

◀ ▶

Level 2 2 / 3

The writing is clear, organized, and generally free of errors. The response is well-structured and easy to follow.

[Add Feedback](#)

6. The **Overall Score** from the rubric will be automatically transferred to the **Score** field for the question. If you would like to include any feedback for the question, enter it in the **Feedback** field.

The screenshot shows a question interface with three main sections:

- Overall Score:** A progress bar with a checkmark and a blue circle containing a left arrow. Below it, the text reads "Level 2" and "4 points minimum". A red callout bubble points to the progress bar with the text "Auto-populated".
- Score:** A box containing "8.33 / 10" and "(graded by [blurred name])".
- Feedback:** A text area containing the message "Good work! Your response accurately reflects the historical significance of coffee cultivation." A red callout bubble points to this area with the text "Enter feedback here".

NOTE: If you have not scored every criteria in the rubric, you will see a message informing you of **Criterion Not Scored** upon closing the rubric.

The screenshot shows a rubric interface with the following elements:

- Save Time:** 11:06 AM
- Rubrics:** A dropdown menu showing "Short Answer Response Rubric" with a right-pointing arrow.
- Warning:** A red-bordered box at the bottom contains the text "3 / 6, 1 criterion not scored".

7. Verify that the **Evaluation & Feedback** setting for **When published, display to learners** is configured to show questions. If the questions are not showing, the rubric will not be visible to students. We recommend selecting **[All questions without correct answers]**.

Evaluation & Feedback ▼

Deduct points for incorrect answers ?

Auto-publish attempt results immediately upon completion ?

Synchronize to grade book on publish ?

When published, display to learners:

Attempt grade

and

All questions, without correct answers ▼

8. When you are finished, select **[Publish]** or **[Update]** to publish the quiz **Attempt Grade** to the gradebook.

Attempt Grade

18.33 / 20 🔑 📊

Attempt Feedback

Par... ▼ **B** ▼ ☰ ▼ ☰ ▼ + ▼ ... ▼ 🗑

A ▼ 🗑 ☰ ▼ ↻ ↺

Good Job!

💬

Publish Save Draft