

## Applying a Rubric in the Grade Center

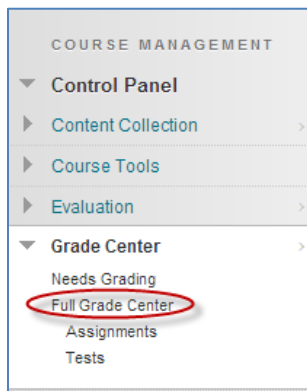
From the Grade Center, Rubrics can be associated to any column. Rubrics can be viewed from the Grade Center during the grading process.

Rubrics can also be viewed from the Grade Details page within the Grade Center.

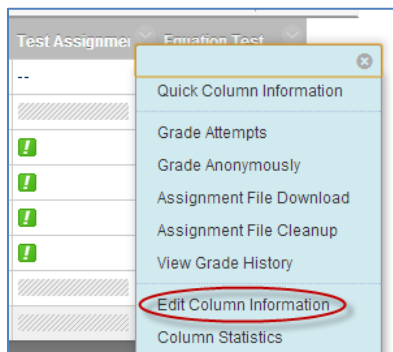
Rubrics are not displayed to students and, as an Instructor, your interaction is limited to a Read Only copy when viewing the Rubric in the Grade Center or within a grading widget for Blogs, Journals, Wikis, and Discussion Boards.

### How to Apply a Rubric in the Grade Center

1. Access the Grade Center.



2. Find the column with which you would like to associate your Rubric. From the contextual menu of that column, select **Edit Column Information**.



3. Click **Add Rubric**.

Primary Display: Score  
*Grades must be entered using the selected format. Grades display in this format in both the Grade Center and My Grades.*

Secondary Display: None  
*This display option is shown in the Grade Center only.*

Score attempts using: Last Graded Attempt

Category: Assignment

✳ Points Possible: 100

Associated Rubrics: Add Rubric

| Name | Type | Date Last Edited | Show Rubric to Students |
|------|------|------------------|-------------------------|
|------|------|------------------|-------------------------|

4. Select the Rubric you want to add.

Primary Display: Score  
*Grades must be entered using the selected format. Grades display in this format in both the Grade Center and*

Secondary Display: None  
*This display option is shown in the Grade Center only.*

Score attempts using: Last Graded Attempt

Category: Assignment

✳ Points Possible: 100

Associated Rubrics: Add Rubric

**Add Rubric**

- Select Rubric
- Create New Rubric
- Create From Existing

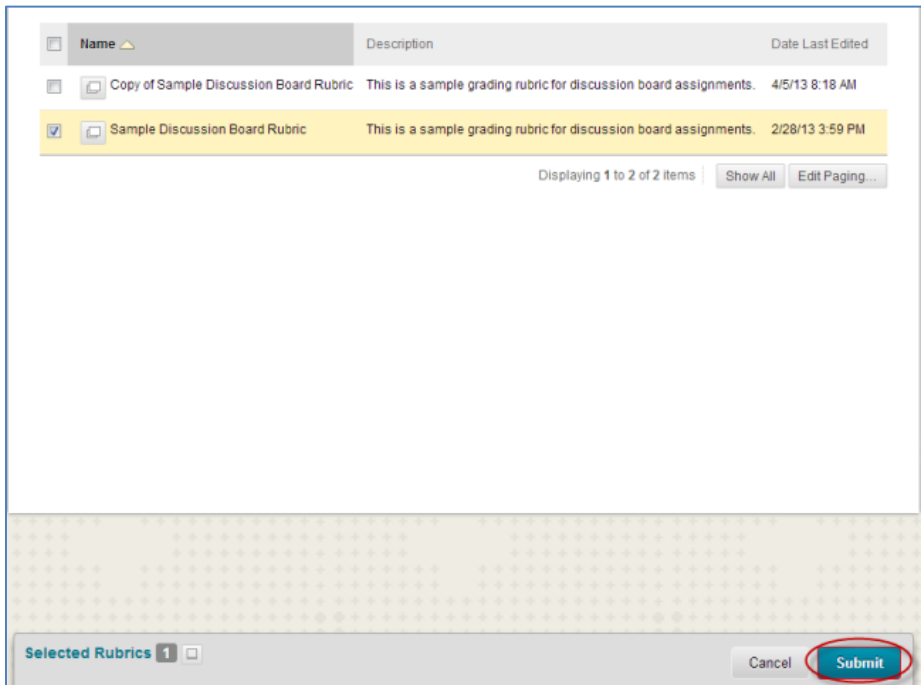
**Select Rubrics**

| Name                                                               | Description                                                       | Date Last Edited |
|--------------------------------------------------------------------|-------------------------------------------------------------------|------------------|
| <input type="checkbox"/> Copy of Sample Discussion Board Rubric    | This is a sample grading rubric for discussion board assignments. | 4/5/13 8:18 AM   |
| <input checked="" type="checkbox"/> Sample Discussion Board Rubric | This is a sample grading rubric for discussion board assignments. | 2/28/13 3:59 PM  |

Selected Rubrics: 1

Cancel Submit

5. Click **Submit**. You will be returned to the Edit Column page.



6. Click Submit in the Edit Column page to apply your rubric to the column.