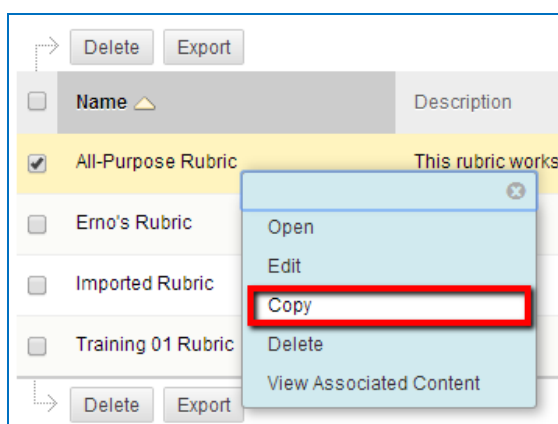


Copying and Editing Rubrics

Copying a Rubric is a helpful best practice if you have similar assignments for your students that will follow the same criteria. This will allow you to keep the settings, or modify them slightly, and simply re-name the Rubric.

Rubrics can be duplicated by selecting the **Copy** option from the Rubric's contextual menu. A copy will automatically be created.



The new Rubric name will be the same as the original but with “Copy of” appended at the beginning. The name can then be modified by selecting **Edit** from the contextual menu. The Edit Rubric page will allow you to modify all the settings for the Rubric, including its name.

