

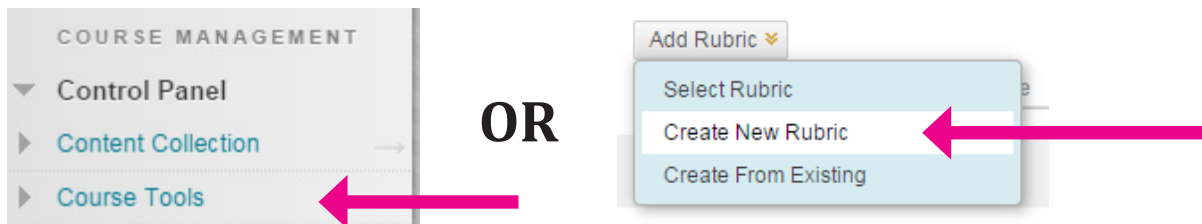
Creating and Linking Rubrics in Blackboard

How to Create Instructor Grading Rubrics and Link Student Rubrics in Blackboard

Rubrics are a requirement in all Virtual Campus Quality Matters (QM) courses as they help to fulfill a number of standards and define student expectations. Instructor Grading Rubrics are on-board and utilized by the instructor for grading purposes. Student Rubrics are a PDF version of the rubric that are linked to the appropriate assessment.

Instructor Grading Rubrics

1. To begin creating a rubric, you can either navigate to the **Rubrics** link under course tools and select **Create Rubric** OR you can navigate to the Grading section when creating a new assignment and select **Add Rubric** to then **Create New Rubric**.



2. Name the Rubric, i.e. CJJ4666 Discussion Board Rubric.
3. Add the rubric detail according to your standards.

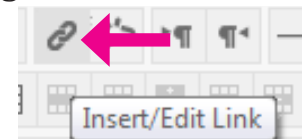
Student Rubrics

When creating discussions and assignments, a PDF version of the rubric needs to be provided for students.

1. After creating a discussion board or assignment, insert the following statement below the assignment or discussion instructions.

“A rubric has been provided.”

2. Highlight the word rubric and select the **Insert/Edit Link** button.
3. When the Insert/Edit Link dialog box opens, select **Browse Content Collection**.



4. Navigate to the appropriate rubric, click the radio button, and hit submit.
5. The PDF is now linked for the student.

