

Creating a Rubric

Create an Assessment

- Click on "Assessments"
- Click on "Create Assessment"
- Name the Assessment
- Input number of Multiple Choice
- Input number of Performance Events
- Link to a section(s)
- Input all other pertinent demographic information
- Click "Save"

Creating a Rubric

- Click on "Rubrics"
- Click on "Create Rubric"
- Name Rubric
- Fill in descriptions, Element name, descriptions in rows, etc.
- Green plus signs add, red x's delete

- Click on "Assessment"
- Find Assessment and click "Edit"
- Click on "Weights"
- Click on "Show Rubric"
- Click on "Find Rubric"
- Click on "Select"
- Fill out short/long descriptions if needed

Forms

- Click on "Forms"
- Click on "One page for each student use form" or "Roster layout"

Attaching Standards

- Click on "Standards"
- Click on "Add Standards"

Miscellaneous

- Bubble descriptors, rubric options, allow multiple selections for a rubric row, etc.