

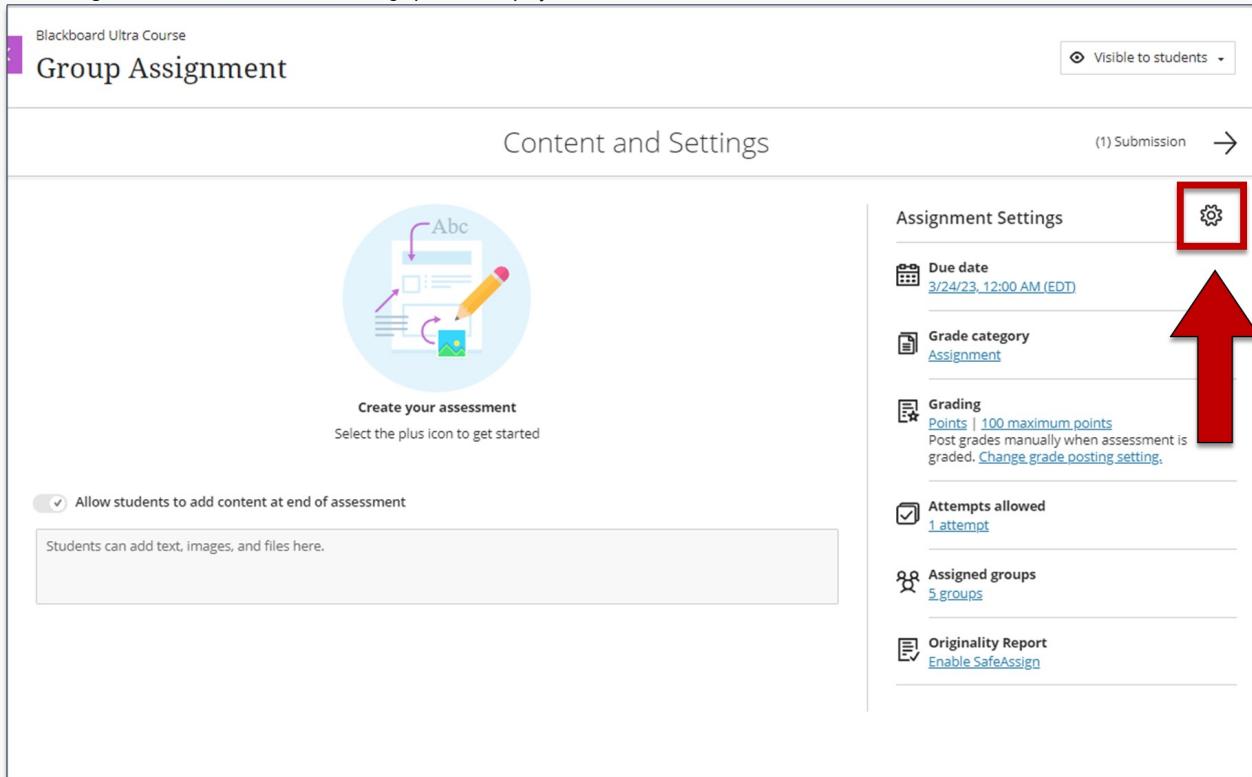
Creating a Rubric

Published 11/2/2022 by [Anh Lam](#)

You can create a Rubric to help ensure consistent grading across your course Assessments.

Creating a Rubric

1. Select the Assessment you want to create a Rubric for.
2. Select the **gear icon**. The Assessment Settings panel is displayed.



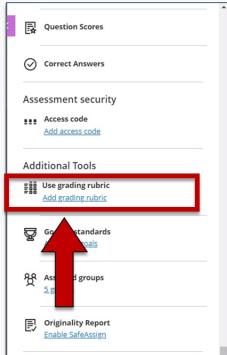
Blackboard Ultra Course
Group Assignment

Content and Settings (1) Submission →

Assignment Settings

- Due date** 3/24/23, 12:00 AM (EDT)
- Grade category** Assignment
- Grading** Points | 100 maximum points Post grades manually when assessment is graded. [Change grade posting setting](#).
- Attempts allowed** 1 attempt
- Assigned groups** 5 groups
- Originality Report** [Enable SafeAssign](#)

3. Select **Add grading rubric**

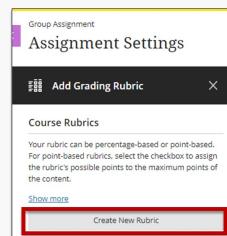


Question Scores
Correct Answers

Assessment security
Access code [Add access code](#)

Additional Tools

- Use grading rubric** [Add grading rubric](#) (highlighted with a red box and a red arrow pointing to it)
- Grade standards [Edit](#)
- Assigned groups [Edit](#)
- Originality Report [Enable SafeAssign](#)



Assignment Settings

Add Grading Rubric

Course Rubrics

Your rubric can be percentage-based or point-based. For point-based rubrics, select the checkbox to assign the rubric's possible points to the maximum points of the content.

[Show more](#)

Create New Rubric (highlighted with a red box)



4. Select **Create New Rubric**. New Rubric panel is displayed.

5. Select the title to name the Rubric.

| Assignment Rubric Percentage | | | | |
|---|----------------------------|---------------------------|---------------------------|---------------------------|
| View Add | | | | |
| New Rubric 3/28/23 | | | | |
| Rubric Type: Percentage | | | | |
| Criteria | Excellent | Satisfactory | Unsatisfactory | Poor |
| Criterion 1 25% of total grade Align with goals | 100% Type a description | 75% Type a description | 50% Type a description | 25% Type a description |
| Criterion 2 25% of total grade | 100% Type a description | 75% Type a description | 50% Type a description | 25% Type a description |

6. Select **Rubric Type** and choose one of the following options:

| Assignment Rubric Percentage | | | | |
|---|---------------------------|---------------------------|---------------------------|--|
| View Add | | | | |
| New Rubric 3/28/23 | | | | |
| Rubric Type: Percentage | | | | |
| Criteria | Satisfactory | Unsatisfactory | Poor | |
| Criterion 1 25% of total grade Align with goals | 75% Type a description | 50% Type a description | 25% Type a description | |
| Criterion 2 25% of total grade | 75% Type a description | 50% Type a description | 25% Type a description | |

- **Percentage:** The criteria uses percentages. The total percentage must equal 100% and you may only use whole numbers.
- **Percentage Range:** The criteria uses a percentage range. The range must go from low to high.
- **Points:** The criteria uses points, and you may only use whole numbers.
- **Points Range:** The criteria uses a points range. The range must go from low to high.

7. Select the **pencil icon** to edit each criterion.

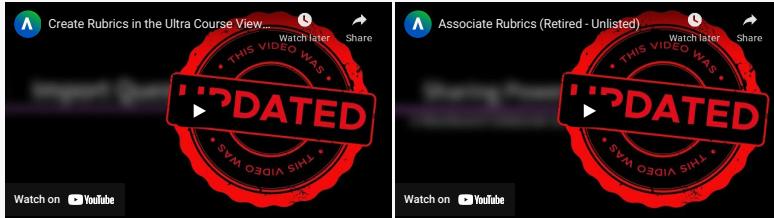
| Assignment Rubric Percentage | | | | |
|---|----------------------------|---------------------------|---------------------------|---------------------------|
| View Add | | | | |
| New Rubric 3/28/23 | | | | |
| Rubric Type: Percentage | | | | |
| Criteria | Excellent | Satisfactory | Unsatisfactory | Poor |
| Criterion 1 25% of total grade Align with goals | 100% Type a description | 75% Type a description | 50% Type a description | 25% Type a description |
| Criterion 2 25% of total grade | 100% Type a description | 75% Type a description | 50% Type a description | 25% Type a description |

8. Select **Save**.

For more information, please see articles on how to:

- [Managing Rubrics](#) for more details on editing, deleting, and copying rubrics.
- [Attaching a Rubric to an Assessment](#) for information about adding a rubric to an assessment.

Video



How did you find this article? Use the like button below if you found this article helpful.

tags : blackboard-ultra, course-rubric, creating-rubrics, percentage, percentage-range, points, points-range, rubrics, types-of-rubrics, ultra