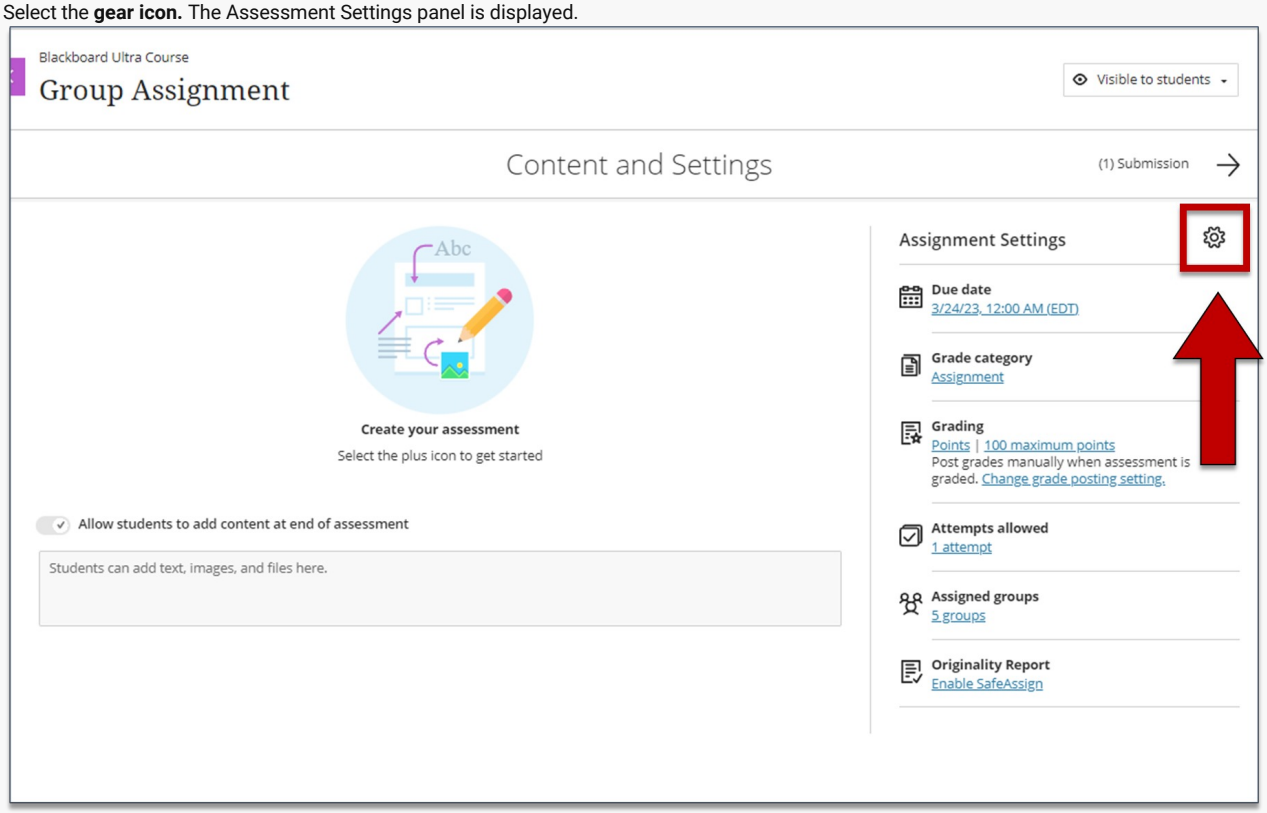
Creating a Rubric

Published 11/2/2022 by Anh Lam

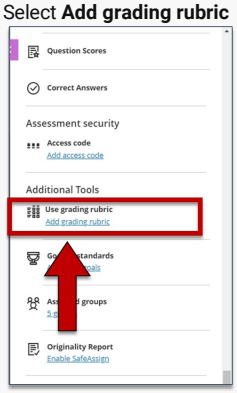
You can create a Rubric to help ensure consistent grading across your course Assessments.

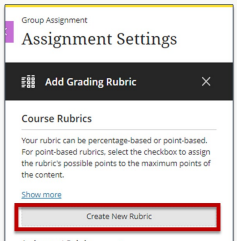
Creating a Rubric

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



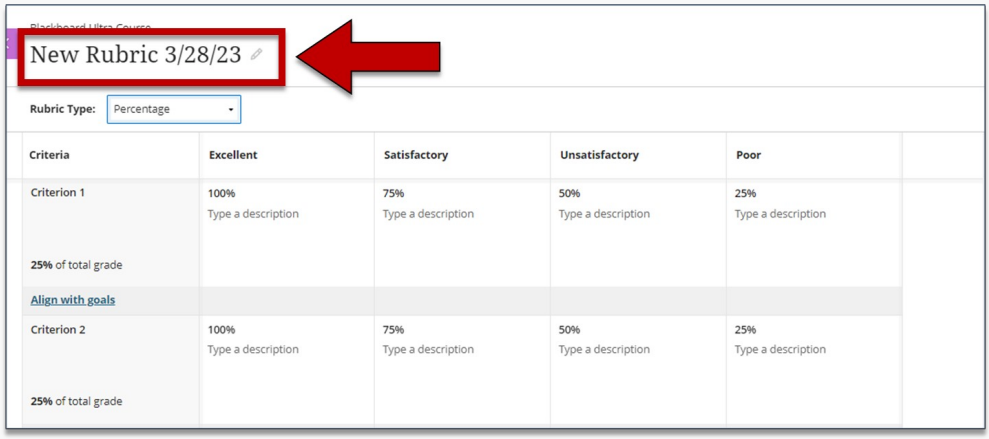
3. Select **Add grading rubric**



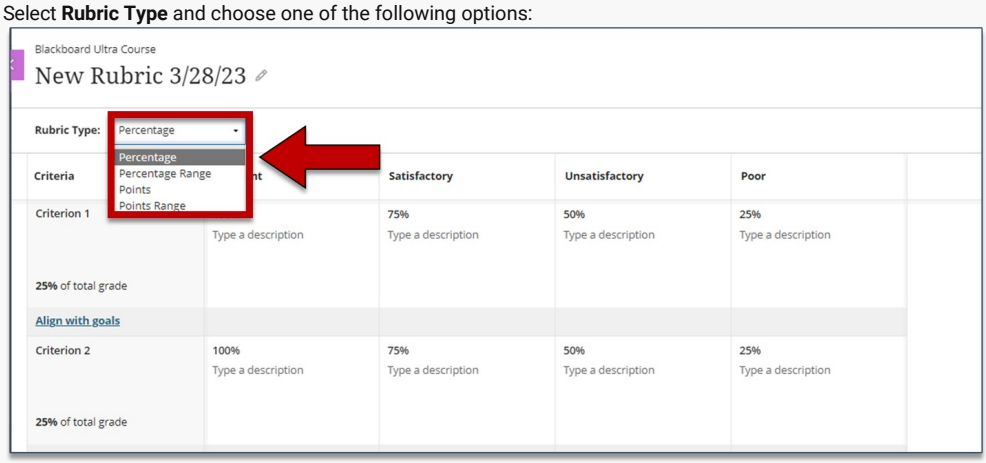


4. Select **Create New Rubric.** New Rubric panel is displayed.

5. Select the title to name the Rubric.

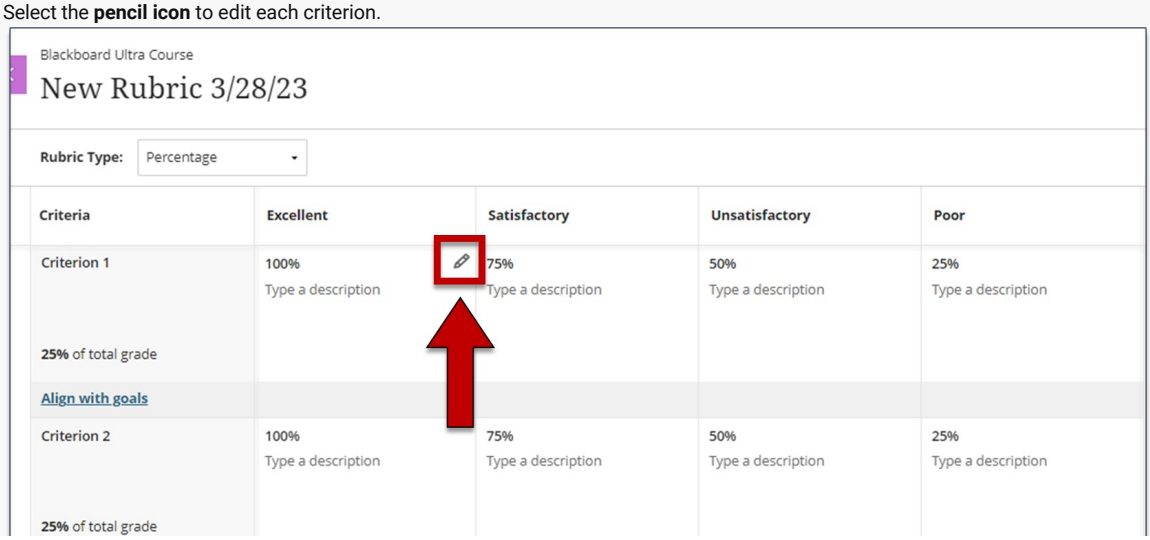


6. Select **Rubric Type** and choose one of the following options:



- **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.



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

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