

Blended Learning Development: Activity Guide 2

Assignment Rubrics (2019)

Rubrics are a standard means of ensuring transparency and consistency of assessment of course tasks. Rubrics should be available to the learners with the assignment. This allows learners to understand the expectations and parameters of an assignment.

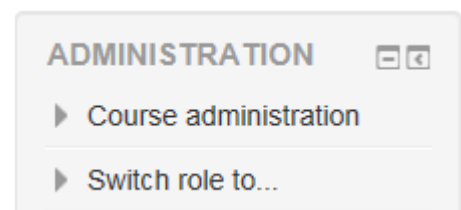
There are two ways to create a rubric.

- using a template, by starting with a pre-defined assignment (See below)
- from scratch (start with a blank document) (See the file Set Up an Assignment Rubric (from Scratch))

Using an Assignment Rubric Template by Starting with a Pre-Defined Assignment

NOTE: if you wish to re-use your own rubric or a rubric you have previously restored from the repository, the easiest way is to *Duplicate* the assignment which contains your rubric, and then edit the resulting Assignment (and its rubric, if required). The following instructions are for using a pre-defined rubric adapted from the Conestoga College LINC Assessment Generating Tool.

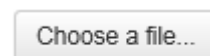
1. On your course page, locate the **Administration** block and click **Course Administration** to display that section (if necessary).



2. Click the **Restore** link.



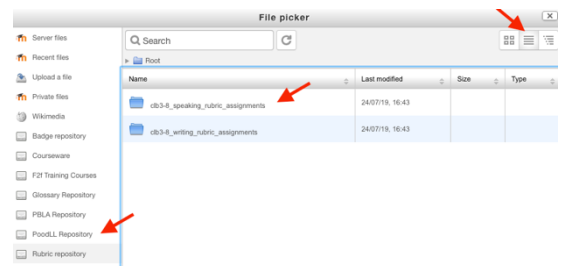
3. Click the **Choose a file...** button. The **File picker** pop-up appears



4. In the left column, click on the **Rubric Repository** link

5. Choose the List icon in the top right corner.

6. Choose the desired skill folder



7. Choose the desired CLB level folder

Name	Last modified
CLB3_speaking	24/07/19, 16:43
CLB4_speaking	24/07/19, 16:43
CLB5_speaking	24/07/19, 16:43
CLB6_speaking	24/07/19, 16:43

A list of compressed files appears. Each file contains the rubric adapted from the Conestoga College LINC Assessment Generating Tool, for that level and competency area.

8. Click on the desired *compressed file* (extension Mbz)

Name
clb3.1_speaking-assignment+rubric.mbz
clb3.2_speaking-assignment+rubric.mbz
clb3.3_speaking-assignment+rubric.mbz
clb3.4_speaking-assignment+rubric.mbz


9. A pop-up appears. Review the information

Select clb3.2_speaking-assignment+rub...

Save as: clb3.2_speaking-assignment+rubric.

Author: Pamela Manson

Choose license: All rights reserved



Last modified 23 July 2019, 11:41 AM
Created 23 July 2019, 11:41 AM
Size 17.3KB
License
Author

10. Click the **Select this file** button

Select this file

11. The *Import a backup file* page re-appears. Click on the **restore** button.

Restore

12. The *Backup details – Confirm* page appears.

The 7 steps of restoring a course or course elements appear at the top of this page

1. Confirm ▶ 2. Destination ▶ 3. Settings ▶ 4. Schema ▶ 5. Review ▶ 6. Process ▶ 7. Complete

Backup details

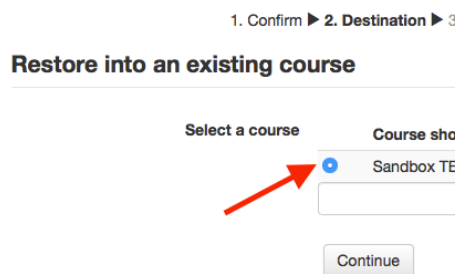
Type Activity
Format Moodle 2
Mode General
Date taken Tuesday 23 July 2019 10:26 AM


13. Scroll to the bottom of this page (Confirm step)

14. Click on the **Continue** button 

The **Destination step** page appears.

15. Choose your course



16. Click on the Continue button 

The **Settings step** page appears


17. Ensure that the **Include activities and resources** and the **Include filters** boxes are checked

- Include user role assignments**
- Include activities and resources**
- Include blocks**
- Include filters**

18. Click on the **Next** button

The **Schema step** page appears.

Course settings

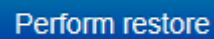
Speaking CLB 3.2 

19. Click the **Next** button

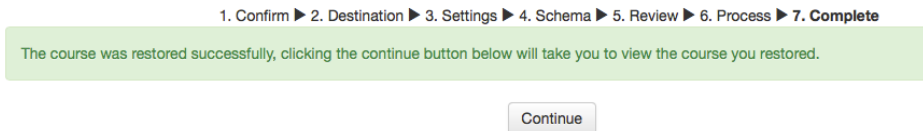
The **Review step** page appears.

20. Scroll down and review the settings

21. When you are satisfied, click **Perform Restore**

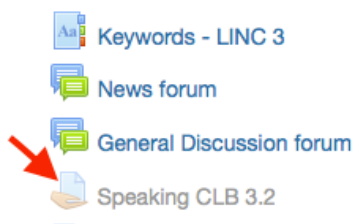
A blue rectangular button with the text "Perform restore" in white.

This message appears, informing that the restore is complete



22. Click on the **Continue** button

23. The Rubric Assignment is in *Zero Topic* (a.k.a. Section 0)



24. Move the Rubric Assignment to the desired location

25. Edit the Assignment, replacing the stub assignment description with your own desired description of the assignment, and making the assignment visible

26. Edit the Rubric as desired, following the instructions in the document **Editing a Rubric**

27. Use the *Switch role to... student* function in the *Administration* block to preview the activity and test out the assignment settings. Or, use an unused student ID to test the assignment, in order to be able to see how marking it will work.