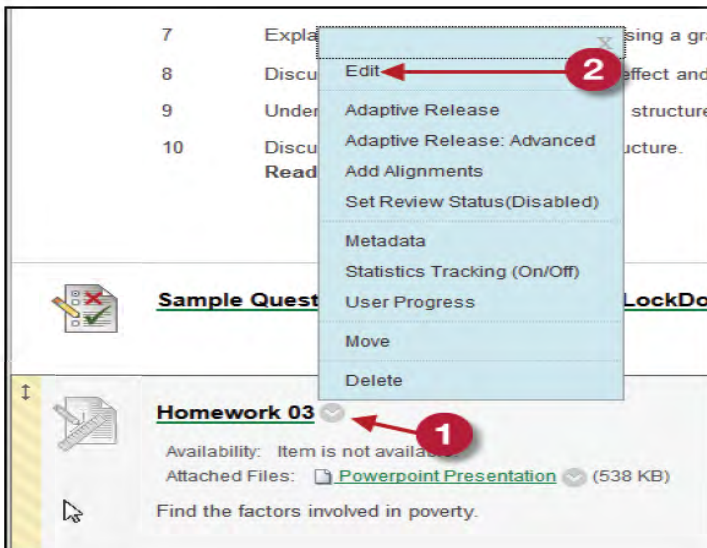


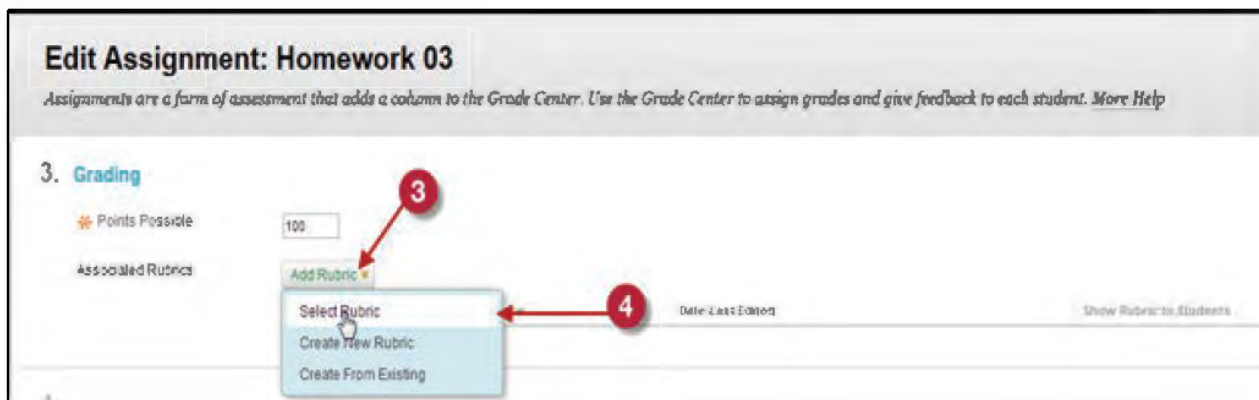
How to Add a Rubric to an Assignment

The following steps describe how to add a rubric to an assignment.

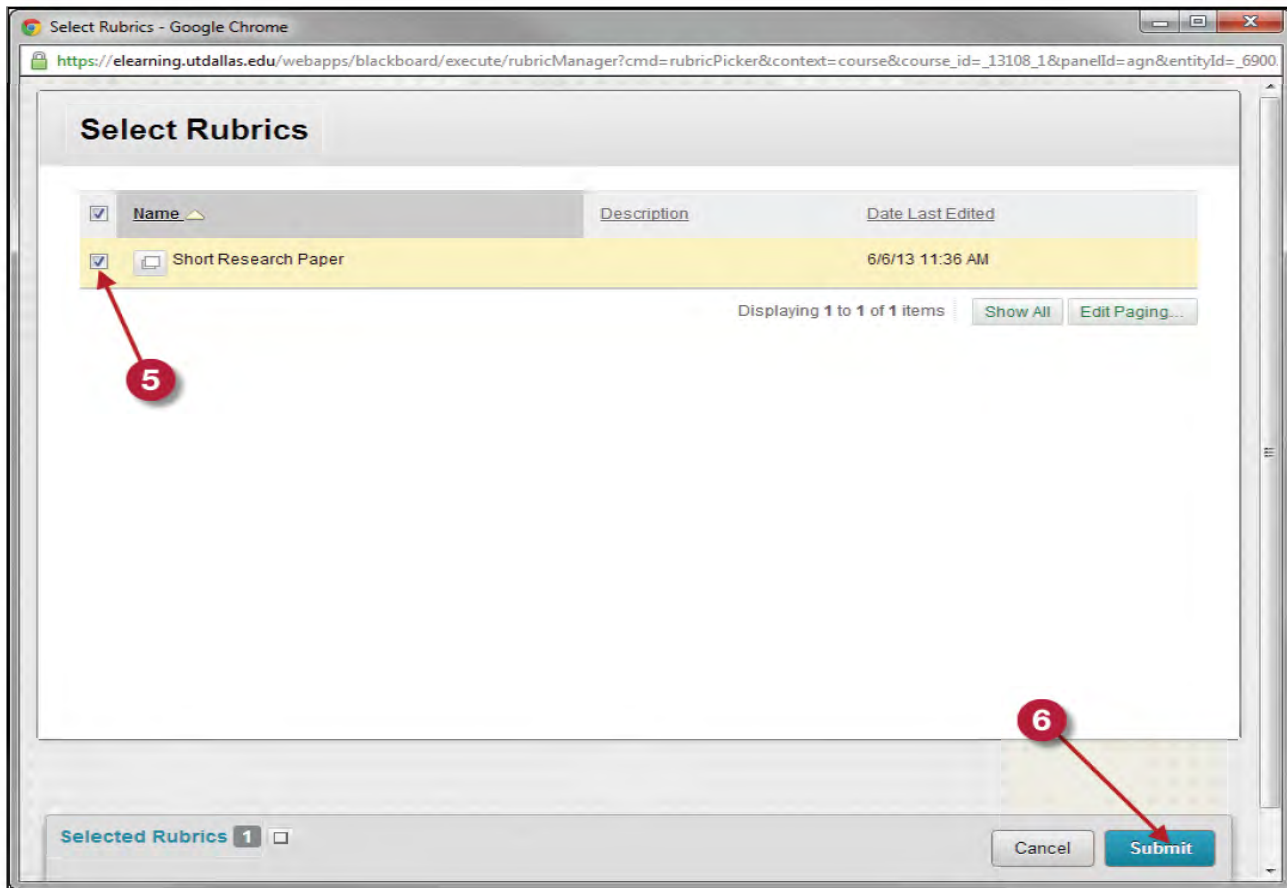
Steps 1 and 2: On the course homepage locate the assignment to which the rubric will be added. Click the drop down arrow as seen in the image below. Once the drop down menu is shown click **Edit**.



Steps 3 and 4: The **Edit Assignment: Homework 03** menu should open. Scroll down to **3. Grading**. Hover over the **Add Rubric** button as shown in the image below. Click **Select Rubric**.



Steps 5 and 6: A new pop up will show called **Select Rubrics**. Click next to the checkbox called **Short Research Paper**. Click **Submit**.



Step 7: if you were successful in adding the rubric it will show in the **Grading** section shown in the image below. Scroll down to the bottom of the page and click **Submit** to accept the changes.



If you were successful in making the change you will see a green tab which indicates your submission was successful.

