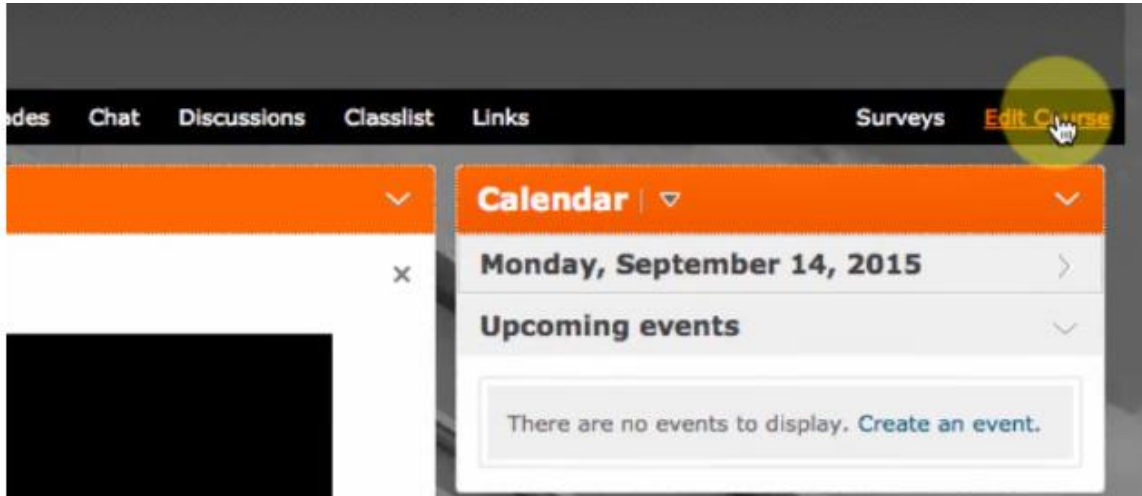




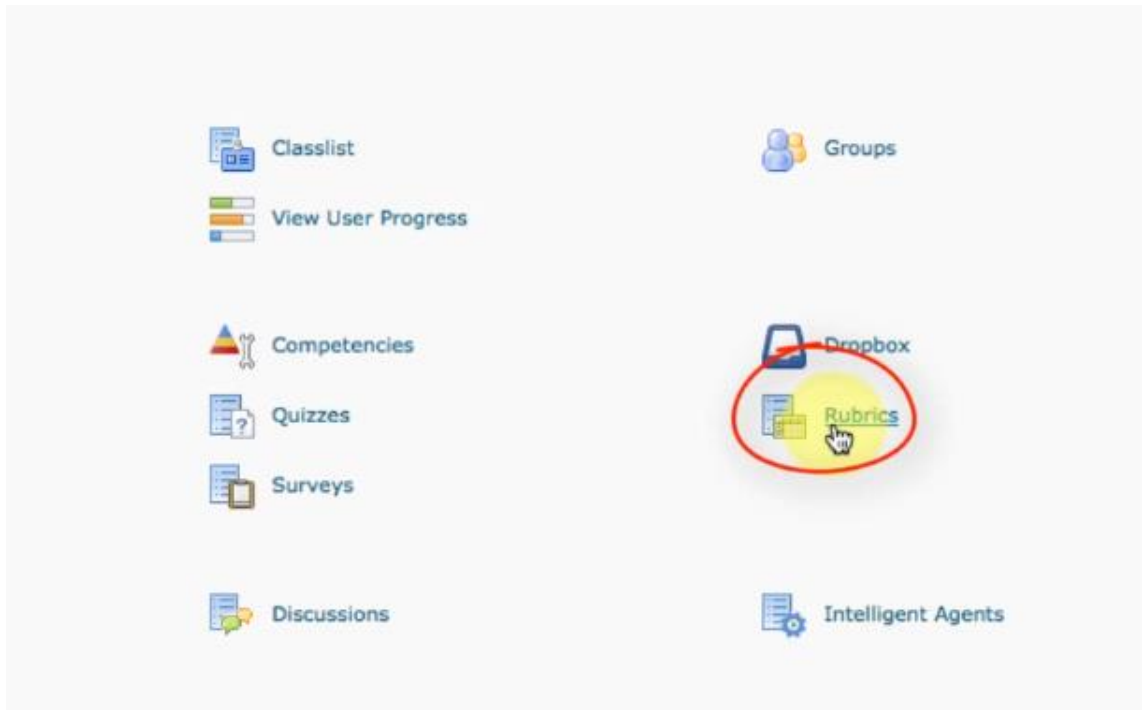
## Using Rubrics (Part 2) in D2L

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1. Navigate to the course you intend to edit within D2L.
2. Click **Edit Course**.



3. Click **Rubrics**.





4. Edit an existing Rubric or create one from scratch. Click on **existing rubric**. When editing an existing Rubric, some parameters cannot be changed.

Rubrics

New Rubric

Rubrics available to this org unit are listed below. The Status column indicates the status of each rubric and affects...

Search For:

Name ▲	Description	Type	Score
<input type="checkbox"/> Essay Grading Rubric ▼		Analytic	Point
<input type="checkbox"/> Photo Grading Rubric ▼		Analytic	Point

5. Click **Levels and Criteria** to edit the evaluation parameters of the Rubric.

Edit Rubric - Photo Grading Rubric ▼

Properties **Levels and Criteria**

+ Add Criterion + Add Level Add Criteria Group Reorder Criteria Reverse

Criteria ▼	Level 3 3 points ▼	Level 2 2 points ▼	Level 1 1 point ▼
Creativity ▼	Photo is unique and	Photo is somewhat	Photo is highly

6. Edit existing criteria, or create new criteria from scratch. To do this, click the triangle and select **Edit Criteria**.

understandable context, and uses foreground and background elements to enhance the overall image.

is not easy to discern. Foreground and background elements are not utilized as strongly as they could be.

and background elements, if present, are distracting or not helpful to the overall composition.

Criterion 3

Overall Score

Level 2  
5 or more ▼

Level 1  
0 or more ▼

Close

- Edit Criteria
- Copy Criterion
- Add Criterion Above
- Add Criterion Below
- Delete Criterion



7. Enter parameters for different levels of competency. Click **Save**.

Edit Criterion - Criterion 3 ▾

Criterion Name \*  
Focus

### Description and Feedback

*Descriptions for each performance level can be added to outline the requirements that must be met for this criterion levels.*

Level	Score	Description
Level 3	3 points	<p>Photo is sharp, in focus and utilizes an appropriate depth of field.</p>
Level 2	2 points	
Level 1	1 point	<p>Photo is blurry, out of focus, or grossly misuses depth of field.</p>

**Save** Cancel



- Next, edit existing levels of competency, or create new levels from scratch. Click a triangle and select **Edit Level**.

### Edit Rubric - Photo Grading Rubric

Properties | Levels and Criteria

+ Add Criterion   + Add Level   + Add Criteria Group   ↑↓ Reorder Criteria   ↔ Revers

Criteria	Level 3 3 points	Level 2	Level 1 1 point
Creativity	Photo is unique and demonstrates a level of creativity beyond what is normally seen in a college class.	popular works or other pictures from class.	Photo is highly derivative of other pictures and demonstrates very low creativity.

*Note: In the screenshot, a dropdown menu is open for Level 3, with 'Edit Level' highlighted.*

- Recommend: Give descriptive titles to each level of competency. After editing, click **Save**.

### Edit Level - Level 3

Level Name \*  
Exemplary

Score (points) \*  
3

#### Description and Feedback

Descriptions for each criterion that uses this performance level should outline the requirements to meet this level. For

Criteria	Description
Creativity	<p>Photo is unique and demonstrates a level of creativity beyond what is normally seen in a college class.</p>
Composition	<p>Photo shows a clear subject. puts the subject in a</p>



10. Add as many criteria and levels as you need in order to generate a complete Rubric. Follow the same procedure that was mentioned above for the remaining levels.

Edit Rubric - Photo Grading Rubric ▾

Properties Levels and Criteria

+ Add Criterion + Add Level + Add Criteria Group ↑↓ Reorder Criteria ↔ Reverse Level Ord

Criteria ▾	Exemplary 3 points ▾	Satisfactory 2 points ▾	Poor 1 point ▾
Creativity ▾	Photo is unique and demonstrates a level of creativity beyond what is normally seen in a college class.	Photo is somewhat unique, though may be derivative of other popular works or other pictures from class.	Photo is highly derivative of other pictures and demonstrates very low creativity.
Composition ▾	Photo shows a clear subject, puts the subject in a clear and understandable context, and uses foreground and background elements to enhance the overall image.	Photo has a subject, though it is somewhat unclear and the context is not easy to discern. Foreground and background elements are not utilized as strongly as they could be.	The subject is unclear and lacks a sense of context. Foreground and background elements, if present, are distracting or not helpful to the overall composition.
Focus ▾			

You should now understand how to put together a complete rubric using grading criteria and levels of competency for each criterion.

For further support, email [facultyd2l@okstate.edu](mailto:facultyd2l@okstate.edu) or call (405) 744-1000.