RUTGERS
NEW BRUNSWICK

USING RUBRICS IN SAKAI

Rubrics are one of the best tools for direct assessment of student achievement of learning goals. They are also very helpful in providing guidance to students on what is expected for an assignment and they provide an easy way to give detailed feedback to students when grading.

> **What is a rubric?**
> A rubric is a set of scoring criteria used to make scoring transparent and consistent across users. Rubrics are most frequently set up as tables with *criteria or elements* necessary for a successful whole listed on one axis and *level of performance* listed on the other. In a fully developed rubric, the cells are each filled in with descriptions of what is necessary to reach each level of performance on each criteria.

Many departments are using rubrics to assess student achievement of the Major's (and minor's) learning outcome goals. A number of faculty have found them useful in developing and grading course assignments and assessing learning goals within their courses. And, the New Brunswick Core Requirements Committee (CRC) has developed rubrics for each of the **Core Curriculum** learning goals, designed at a level of generality that allows them to be used to assess achievement of Core goals in many different disciplines and across many different iterations of a course.. Click here to see these rubrics. The CRC has defined "best practice" assessment for the Core as simply consistently including an assignment or exam question that asks students to "do" the certified Core goal in the context of the specific course material, and score the assignment using the Core rubrics in each section of the course each semester.

To facilitate faculty use of rubrics for assessment, the SAS Office of Undergraduate Education partnered with OIRT to develop a rubric tool in Sakai. The rubric function is an option that faculty can select when using the "Assignments 2" tool. The function allows faculty to design their own rubrics from scratch. The rubric function is also pre-populated with the Core Curriculum rubrics and it allows faculty to add course-specific criteria to the Core rubrics. One of the great advantages of using this tool is that Sakai collects the data for you on how many students score in each cell of the rubric.

OIRT has developed instructions on how to use this rubric tool and incorporated them into the general "Help" information on the Sakai site. (see bottom of the left margin list on Sakai screen). Click on "Help" and then click on "Assignments 2" in the right margin under "Tool Pages."

Here we have excerpted the portions specifically relating to the new rubric function. Frankly, depending on how you decide to use it, it may take a bit of time to set it up the first run through, but it also saves time during grading and assessment reporting.

Please contact Susan Lawrence slawrence@sas.rutgers.edu in SAS-OUE or Charlie Collick ccollick@oit.rutgers.edu in OIRT if you have any questions, or the Sakai help desk sakai@rutgers.edu if you need assistance in using the tool.

2.2.5 Add Rubric Details

By default, no rubric is added to an assignment. To add a rubric, you can select either **Create New Rubric** or **Use Rutgers Core Rubric** to create your own or use a Rutgers Core one, respectively.

Add Rubric Details
- ● No Rutgers Rubric will be added to this assignment
- ○ Create New Rubric
- ○ Use Rutgers Core Rubric with option to add your own

If you select **Create New Rubric**, in the pop-up window that appears, enter the title of the rubric and enter the row and column headers, using the **Add row** and **Add column** buttons as needed. When finished, click **Preview**.

Create a new rubric

Title   Rubric

Rows	Columns
Category 1	Satisfactory
Category 2	Average
Add row	Add column

Cancel   Reset Form   Preview

Now, add the descriptions for each rubric option by clicking in the empty boxes. Click **Done** when finished. This rubric can be edited again by clicking on its title, which should now be displayed.

Preview

	Satisfactory X	Average X	UNSATISFACTORY (D/F) X
Category 1 X			
Category 2 X			

Back   Done

If you select **Use Rutgers Core Rubric**, you will be presented with a list of possible **GOAL**s you want the assignment to accomplish. Select one, or multiple by holding the "control" key while selecting, then click **Continue**.

Choose from the core rubric templates

- ☑ GOAL a – 21C – human difference
- ☐ GOAL b – 21C – multidisciplinary global issue
- ☐ GOAL c – 21C – science & social issues
- ☐ GOAL d – 21C – local & global social justice
- ☐ GOAL e – NS – basic principles
- ☐ GOAL f – NS – scientific method
- ☐ GOAL g – NS – ethical and societal issues
- ☐ GOAL h – bases and development of human and societal endeavors
- ☐ GOAL i – social and historical methods
- ☐ GOAL j – ethical issues in social science and history
- ☐ GOAL k – HST – explain development over time
- ☐ GOAL l – HST – employ historical reasoning
- ☐ GOAL m – SCL – theories about social organization
- ☐ GOAL n – SCL – apply behavioral concepts
- ☐ GOAL o – AHo – examine critically philosophical and theoretical issues
- ☐ GOAL p – AHp – analyze arts and/or literatures
- ☐ GOAL q – AHq – understand the nature of languages and speakers
- ☐ GOAL r – AHr – engage critically in process of creative expression
- ☐ GOAL s1 – WC – written English for general audience (01:355:101)
- ☐ GOAL s2 – WCr – revision and response to editorial feedback
- ☐ GOAL t – WCd – communication in mode appropriate to discipline
- ☐ GOAL u – WC – sources and attribution
- ☐ GOAL v – WC – synthesize from multiple sources
- ☐ GOAL w – QQ – conclusions and inferences from quantitative information
- ☐ GOAL x – QR – mathematical or other formal processes to reason and solve problems
- ☐ GOAL y – ITR – employ current technologies
- ☐ GOAL z – ITR – critically assess information from traditional and emergent sources
- ☐ GOAL aa – ITR – principles underlying information systems

Cancel   Continue

The next page will show the rubric you have selected. You have the option of enabling a comment column using the **Add/Remove comment column** button, which would allow you to enter individual comments for each student during the grading process. The **Add custom row** button lets you add an additional row of criteria to assess your students by. When finished, click **Done**.

Preview

	OUTSTANDING	GOOD	SATISFACTORY	UNSATISFACTORY (D/F)
Student is able to analyze the degree to which forms of human difference shape a person's experiences of and perspectives on the world.	Specifically explicates links between multiple types of human difference and individuals' or groups' experiences of and perspectives on the world. Evidences a sophisticated understanding of those differences and their effects on an a 21st century challenge.	Examines links between some types of human difference relevant to the course and individuals' or groups' experiences and perspectives on the world. Demonstrates an understanding of some effect(s) of those differences on a 21st century challenge.	Identifies links between human differences relevant to the course and individuals' or groups' experiences and perspectives on the world, largely through satisfactory presentation of course materials. Demonstrates some understanding of how some differences affect a 21st century challenge.	Fails to link significant forms of human difference relevant to the course to individuals' or groups' experiences of the world and perspectives on the world as relevant to focus of the particular course. Fails to delineate the impact of differences on the issues that are central to the course.

Add/Remove comment column | Add custom row | Back | Done

Whichever rubric you choose, it will be displayed to the student alongside the assignment instructions. For information how to assess a submission using a rubric, see Section 6.1.1 (#6.1.1) .

6.1.1 Grading Assignments and Giving Feedback

Add any comments to the **Submitted Text** text box and it will appear to the student highlighted in yellow. You can also add feedback to the **Assignment Feedback** text box or a separate attachment.

You can assign a number grade to this assignment in the **Points** text box and add any comments you would like to appear in the gradebook for this assignment in the **Gradebook Comments** text box.

If you assigned a rubric to this assignment, the rubric should be displayed below the **Gradebook Details** section. For each category (row), select the column that best matches the quality of the submission you are grading by clicking into the corresponding text box.

Your selection will be highlighted in blue, and will be displayed to the student in similar fashion when you release feedback.

After you have reviewed and graded the student's work, you can save any changes you have made by clicking **Save**. This will save any comments, attachments, and grading that you have added. Alternatively, you can click **Save and Release Feedback**, which will also release the grade to the student.

7 Rubric Statistics

If you have graded any of your assignments using a rubric, the **Rubric Statistics** option will allow you to view a summary of how the students faired against the rubrics for all of your assignments. Use the **Download as CSV** button to download the statistics into an Excel-compatible spreadsheet file.

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Download to CSV

Assignment 1

	OUTSTANDING	GOOD	SATISFACTORY	UNSATISFACTORY (D/F)
Student is able to analyze the degree to which forms of human difference shape a person?s experiences of and perspectives on the world.		1		

This is your ASSESSMENT DATA --- if you are using Core Curriculum rubrics, these are the numbers you will transfer to your Core Assessment reporting form.

(there will be totals in each cell – in this example, only one student has been scored so far and she received "good")