How do I grade a forum topic using a rubric?

Go to Forums.



Select the **Forums** tool from the tool menu of your site.

Select topic you want to grade.

Sector Forums	% Link ? Help						
Forums New Forum Organize Template Settings Statistics & Grading Watch							
Forums / TEST 003 015 Summer Forum							
TEST 003 015 Summer Forum New Topic Forum Settings Grade Please take a moment to review the topics and post at least one thread in each. View Full Description							
Introductions 0 unread of 1 message <u>Topic Settings</u> <u>Duplicate Topic</u> <u>Grade</u> <u>Delete Topic</u> Please take a moment to tell us a little bit about yourself.							
Course Goals 0 unread of 3 messages <u>Topic Settings</u> <u>Duplicate Topic</u> <u>Grade</u> <u>Delete Topic</u>							

Select the title of the student's post to be graded.

Second Se							% Link	? Help	×	
Forum	s New Forum	Organize	Template Settings	Statistics & Grading	Watch					
	Forums / TEST 003 015 Summer Forum / Course Goals < Previous Topic Start a New Conversation Display Message Content Topic Settings									
Co	Course Goals									
Mov	Move Thread(s)									
•		Con	versation			Authored B	l y .		Date	
•	<u>Understandin</u>	g 0 unread	of 2 messages		<u>Demo</u>	nstructor (demoinstruc	tor)	Feb 26, 2020	12:01 PM	
	My Goal Duni	read of 1 me	ssage		Demo :	Student 1 (demostudent	<u>t01</u>)	Feb 26, 2020	1:55 PM	

Select the Grade button in the student post.

	<u>My Goal</u> Demo Student 1 (demostudent01) (Feb 26, 2020 1:55 PM) - Read by: 2					
	🛛 🙀 Reply	Email	Grade	Edit	Delete Message	
Last Edited By Der	no Instructor (der	noinstructor)	on Mar 24, 20	20 11:44 AM		

My main goal is to get an A in this class.

Scroll to the bottom of the window.

omments:				
esponses				
Content	Inadequate <i>0 Points</i>	Meets expectations <i>3 Points</i>	Exceeds expectations 5 Points	0
Peer Reply	Inadequate <i>0 Points</i>	Meets expectations <i>3 Points</i>	Exceeds expectations <i>5 Points</i>	0
otal: 0				

The rubric will appear at the bottom of the modal window, just below the **Comments** field.

Select the appropriate rating level for each criterion.

Content	Inadequate	Meets expectations	Exceeds expectations	Q		
	<i>0 Points</i>	<i>3 Points</i>	5 Points	3		
Peer Reply	Inadequate	Meets expectations	Exceeds expectations	2		
	0 Points	3 Points	5 Points	5		
Total: 8 SUBMIT GRADE Cancel						

The points will be added up automatically based on your rating selections. The total points earned will appear just below the rubric.

(Optional) If you allowed individual score adjustments, you may fine tune the rating points if needed.

Responses

Content	Inadequate <i>0 Points</i>	Meets expectations <i>3 Points</i>	Exceeds expectations 5 Points	2
Peer Reply	Inadequate <i>0 Points</i>	Meets expectations <i>3 Points</i>	Exceeds expectations 5 Points	5
Total: 7 SUBMIT GRADE Ca	ancel			

(Optional) Select the Comment icon [Leave a comment for the student about this criterion] if you would like to include additional feedback.

Responses		1	Comment for
Content	Inadequate <i>0 Points</i>	Meets expectations <i>3 Points</i>	Content DONE B I U Image: Imag
Peer Reply	Inadequate <i>0 Points</i>	Meets expectations <i>3 Points</i>	thoughtful response.
Total: 7 SUBMIT GRADE	ancel		

Enter your comments into the text field provided, and select **Done** when finished.

Responses

Content	Inadequate 0 Points	Meets expectations 3 Points	Exceeds expectations 5 Points	2				
Peer Reply	Inadequate <i>0 Points</i>	Meets expectations 3 Points	Exceeds expectations 5 Points	5				
Total: 7 SUBMIT GRADE Cancel								

Note: The Comments icon changes color when comments are saved.

Select Submit Grade when finished grading this post.

