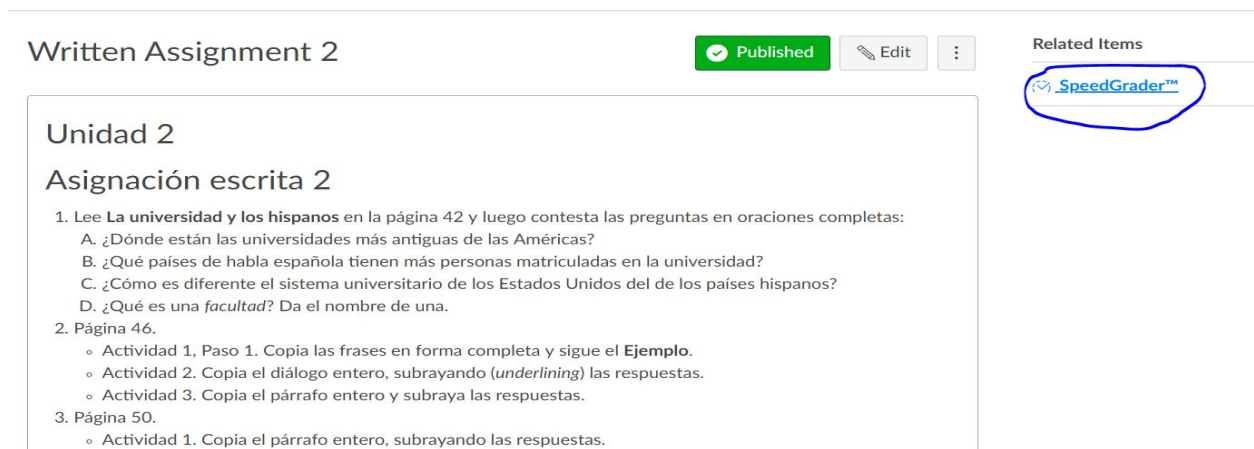


How to Grade Using Rubrics in Canvas

If your Canvas course has rubrics assigned to different activities, you can quickly assess your students' assignments. Here's how:

Step 1: Log in to [Canvas](#).

Step 2: Open SpeedGrader by clicking on the assignment or quiz and then clicking "SpeedGrader" which is circled below.



Written Assignment 2 Published Edit ⋮ Related Items

[SpeedGrader™](#)

Unidad 2

Asignación escrita 2

- Lee *La universidad y los hispanos* en la página 42 y luego contesta las preguntas en oraciones completas:
 - ¿Dónde están las universidades más antiguas de las Américas?
 - ¿Qué países de habla española tienen más personas matriculadas en la universidad?
 - ¿Cómo es diferente el sistema universitario de los Estados Unidos del de los países hispanos?
 - ¿Qué es una *facultad*? Da el nombre de una.
- Página 46.
 - Actividad 1, Paso 1. Copia las frases en forma completa y sigue el **Ejemplo**.
 - Actividad 2. Copia el diálogo entero, subrayando (*underlining*) las respuestas.
 - Actividad 3. Copia el párrafo entero y subraya las respuestas.
- Página 50.
 - Actividad 1. Copia el párrafo entero, subrayando las respuestas.

Step 3: SpeedGrader will open and you should click on "View Rubric" (circled below).



Assessment
Grade out of 100

[View Rubric](#)

Assignment Comments

[Download Submission Comments](#)

Step 4: The rubric will open and you will have to resize it in order to make your selections. Do this by pulling the arrows (circled below) to the left until you can see all the cells in the table.

Grading

Written Assignment Rubric

Criteria	Ratings	
Composition and Short Answer Questions: Grammar view longer description	20 to >17.5 pts Exceeds Expectations Flawless grammar, spelling, and accentuation.	17.5 to >15 Above Expectation Some minor errors in grammar, spelling, or accentuation that do not impact comprehens
Composition and Short Answer Questions: Vocabulary Usage view longer description	15 to >13 pts Exceeds Expectations Writing demonstrates excellent command of the vocabulary in this lesson. The student has carefully selected the	13 to >11.5 Above Expectation Vocabulary used correctly the majority of the time.

Here is an example of an entire rubric. Note that you will still have to scroll up and down to see all the cells.

Grading

Written Assignment Rubric

Criteria	Ratings				Pts
Composition and Short Answer Questions: Grammar view longer description	20 to >17.5 pts Exceeds Expectations Flawless grammar, spelling, and accentuation.	17.5 to >15.5 pts Above Expectations Some minor errors in grammar, spelling, or accentuation that do not impact comprehension.	15.5 to >14 pts Meets Minimum Requirements Errors in grammar, spelling, or accentuation sometimes impact comprehension.	14 to >0 pts Above Expectations Errors in grammar, spelling, or accentuation greatly impact comprehension. No proofreading is evident.	<input type="text"/> / 20 pts <input type="text"/>
Composition and Short Answer Questions: Vocabulary Usage view longer description	15 to >13 pts Exceeds Expectations Writing demonstrates excellent command of the vocabulary in this lesson. The student has carefully selected the appropriate word to convey thoughts accurately.	13 to >11.5 pts Above Expectations Vocabulary is used correctly the majority of the time.	11.5 to >10 pts Meets Minimum Requirements There are vocabulary errors that require further study, but some effort was made to use the words from the unit correctly.	10 to >0 pts Does Not Meet Minimum Requirements No effort was made to use vocabulary correctly.	<input type="text"/> / 15 pts <input type="text"/>
Composition and Short Answer Questions: Command of the	5 to >4.5 pts Exceeds Expectations. Writing demonstrates excellent command of the material in this	4.5 to >4 pts Above Expectations Solid understanding of the material in this lesson even if few or	4 to >3 pts Meets Minimum Requirements Some errors reveal the need for further study	3 to >0 pts Does Not Meet Minimum Requirements Major errors throughout the composition.	<input type="text"/> / 5 pts <input type="text"/>



Step 5: Now you can make your selections by simply clicking on the correct rating. The cell will turn color when it is selected (see below).

Criteria	Ratings				Pts
Composition and Short Answer Questions: Grammar view longer description	20 to >17.5 pts Exceeds Expectations Flawless grammar, spelling, and accentuation.	17.5 to >15.5 pts Above Expectations Some minor errors in grammar, spelling, or accentuation that do not impact comprehension.	15.5 to >14 pts Meets Minimum Requirements Errors in grammar, spelling, or accentuation sometimes impact comprehension.	14 to >0 pts Above Expectations Errors in grammar, spelling, or accentuation greatly impact comprehension. No proofreading is evident.	20 / 20 pts
Composition and Short Answer Questions: Vocabulary Usage view longer description	15 to >13 pts Exceeds Expectations Writing demonstrates excellent command of the vocabulary in this lesson. The student has carefully selected the appropriate word to convey thoughts accurately.	13 to >11.5 pts Above Expectations Vocabulary is used correctly the majority of the time.	11.5 to >10 pts Meets Minimum Requirements There are vocabulary errors that require further study, but some effort was made to use the words from the unit correctly.	10 to >0 pts Does Not Meet Minimum Requirements No effort was made to use vocabulary correctly.	13 / 15 pts
Composition and Short Answer Questions: Command of the Lesson Material view longer description	5 to >4.5 pts Exceeds Expectations. Writing demonstrates excellent command of the material in this lesson. Questions are answered thoughtfully and with great attention to detail.	4.5 to >4 pts Above Expectations Solid understanding of the material in this lesson even if few or minimal errors exist.	4 to >3 pts Meets Minimum Requirements Some errors reveal the need for further study of the material in this lesson.	3 to >0 pts Does Not Meet Minimum Requirements Major errors throughout the composition.	4 / 5 pts

Notice how this particular rubric for Spanish 226 has point ranges. If your rubric has ranges, it is good to know that the highest number of points will automatically be selected for each cell. If you wish to change the score to a different number within that range, you can do so by clicking on the corresponding box in the Pts column (circled below).

Criteria	Ratings				Pts
Composition and Short Answer Questions: Grammar view longer description	20 to >17.5 pts Exceeds Expectations Flawless grammar, spelling, and accentuation.	17.5 to >15.5 pts Above Expectations Some minor errors in grammar, spelling, or accentuation that do not impact comprehension.	15.5 to >14 pts Meets Minimum Requirements Errors in grammar, spelling, or accentuation sometimes impact comprehension.	14 to >0 pts Above Expectations Errors in grammar, spelling, or accentuation greatly impact comprehension. No proofreading is evident.	20 / 20 pts
Composition and Short Answer Questions: Vocabulary Usage view longer description	15 to >13 pts Exceeds Expectations Writing demonstrates excellent command of the vocabulary in this lesson. The student has carefully selected the appropriate word to convey thoughts accurately.	13 to >11.5 pts Above Expectations Vocabulary is used correctly the majority of the time.	11.5 to >10 pts Meets Minimum Requirements There are vocabulary errors that require further study, but some effort was made to use the words from the unit correctly.	10 to >0 pts Does Not Meet Minimum Requirements No effort was made to use vocabulary correctly.	13 / 15 pts
Composition and Short Answer Questions: Command of the Lesson Material view longer description	5 to >4.5 pts Exceeds Expectations. Writing demonstrates excellent command of the material in this lesson. Questions are answered thoughtfully and with great attention to detail.	4.5 to >4 pts Above Expectations Solid understanding of the material in this lesson even if few or minimal errors exist.	4 to >3 pts Meets Minimum Requirements Some errors reveal the need for further study of the material in this lesson.	3 to >0 pts Does Not Meet Minimum Requirements Major errors throughout the composition.	4 / 5 pts

Step 6: You can leave feedback on each criterion by clicking the text bubble in the Pts column. See example below.

Criteria	Ratings				Pts
Composition and Short Answer Questions: Grammar view longer description	20 to >17.5 pts Exceeds Expectations Flawless grammar, spelling, and accentuation.	17.5 to >15.5 pts Above Expectations Some minor errors in grammar, spelling, or accentuation that do not impact comprehension.	15.5 to >14 pts Meets Minimum Requirements Errors in grammar, spelling, or accentuation sometimes impact comprehension.	14 to >0 pts Above Expectations Errors in grammar, spelling, or accentuation greatly impact comprehension. No proofreading is evident.	20 / 20 pts 
Composition and Short Answer Questions: Vocabulary Usage view longer description	15 to >13 pts Exceeds Expectations Writing demonstrates excellent command of the vocabulary in this lesson. The student has carefully selected the appropriate word to convey thoughts accurately.	13 to >11.5 pts Above Expectations Vocabulary is used correctly the majority of the time.	11.5 to >10 pts Meets Minimum Requirements There are vocabulary errors that require further study, but some effort was made to use the words from the unit correctly.	10 to >0 pts Does Not Meet Minimum Requirements No effort was made to use vocabulary correctly.	13 / 15 pts 

Once you click on the text bubble icon, you will see this:

Additional Comments

×

Composition and Short Answer Questions: Vocabulary Usage

Comments

Cancel
Update Comment

Click “Update Comment” to save your feedback.

Step 7: Make all of your selections and leave feedback in the rubric text bubbles. When finished, scroll down and click “Save” (see below).

Translations view longer description	15 to >13 pts Exceeds Expectations All translations are correct and demonstrate excellent understanding of the grammar points studied in the lesson.	13 to >11.5 pts Above Expectations All translations are correct and demonstrate understanding of the grammar points studied in the lesson.	11.5 to >10 pts Meets Minimum Requirements Translations are mostly correct with some errors when using the lesson's grammar points.	10 to >0 pts Does Not Meet Minimum Requirements Translations are incomplete, left blank or incomprehensible.	<input type="text"/> / 15 pts
Total Points: 37 out of 100					
<div style="display: flex; justify-content: space-between;">SaveCancel</div>					

Step 8: If you do not wish to leave detailed feedback on each criterion, you don't have to. You can leave holistic comments in the “Additional Comments” section and then press “Submit” when you are finished. Both the rubric selections you made and the comments will then be available for the student to view. See below.

Translations view longer description	15 to >13 pts Exceeds Expectations All translations are correct and demonstrate excellent understanding of the grammar points studied in the lesson.	13 to >11.5 pts Above Expectations All translations are correct and demonstrate understanding of the grammar points studied in the lesson.	11.5 to >10 pts Meets Minimum Requirements Translations are mostly correct with some errors when using the lesson's grammar points.	10 to >0 pts Does Not Meet Minimum Requirements Translations are incomplete, left blank or incomprehensible.	<input type="text"/> / 15 pts
Total Points: 37 out of 100					
<div style="display: flex; justify-content: space-between;">SaveCancel</div>					
<div style="border: 1px solid #ccc; padding: 5px;"><p>Assignment Comments</p><p>Add a Comment</p></div>					
<div style="display: flex; justify-content: space-between;"> Submit</div>					

Step 9: Depending on how your rubric was originally set up, you may have to enter the grade from the rubric in the assessment score bubble. Once you hit “Save” on the rubric you will be able to see if the score populated or not. If it did not, then enter it and the grade will automatically be added (you don’t have to click save or submit). Example:

Assessment

Grade out of 100

A small rectangular input field with a blue hand-drawn border, representing a score bubble. The field is empty and is positioned below the text "Grade out of 100".