

# HOW TO: Create a Rubric

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## Creating a Rubric

A rubric can be used to help your students understand the expectations for assignments and how they will be graded. You can align **Outcomes** with a rubric to help you assess performance. **Outcomes** must already exist to align them to a rubric.

1. Click **Outcomes** in the **Course Navigation**.
2. Click the **Manage Rubrics** button.
3. Click the **Add Rubric** button.
4. Enter a title for the rubric in the **Title** box.
5. Hover over the boxes in the **Criteria** and **Ratings** section and click the **Edit** button that appears to make changes to those options. Enter the number of points the criteria is worth in the **pts** box.
6. *Optional:* To add an additional criterion click the **Add Criterion** shortcut.
7. *Optional:* To align an outcome click the the **Find Outcome** shortcut. Select an outcome and click the **Import** button. Click the **OK** button to confirm.
8. Click the **Create Rubric** button when you are finished.

Online URL: <https://hdkb.clemson.edu/phpkb/article.php?id=592>