



Creating and editing a custom rubric



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- A. [Creating a custom rubric](#)

Making a rubric available when students download their assignments will help them identify their specific assignment tasks. The rubric also helps lecturers evaluate students' work according to the specified criteria. By using a rubric as a marking guide can provide specific to general feedback to students' work. The feedback would provide students a more clarity on the attained marks. Creating a Custom type rubric is discussed here.

Pre-condition

1. The user must be on a Moodle course page as a Lecturer of the unit. See [Moodle Enrolment](#), [Accessing your course](#), and [The Moodle course](#).
2. The Course Editing is on. See [Course Editing On/Off](#).
3. The user must be on *Turnitin Assignment 2 Editing page*.

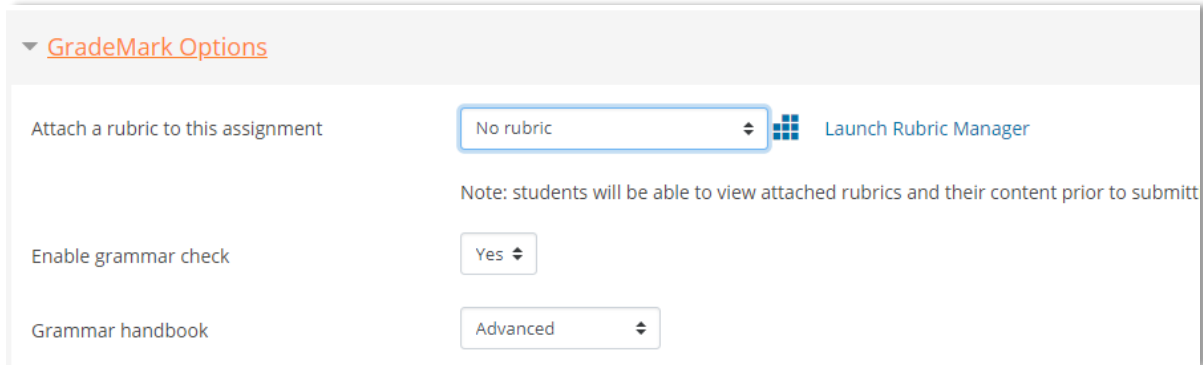
A. Creating and editing Rubric | [Top of the Document](#)

Before creating a rubric, ensure that you have already decided on the marking criteria and scales. Follow the following procedure whether you want to create a new or edit an existing rubric.

Procedure

1. Launching Rubric Manager

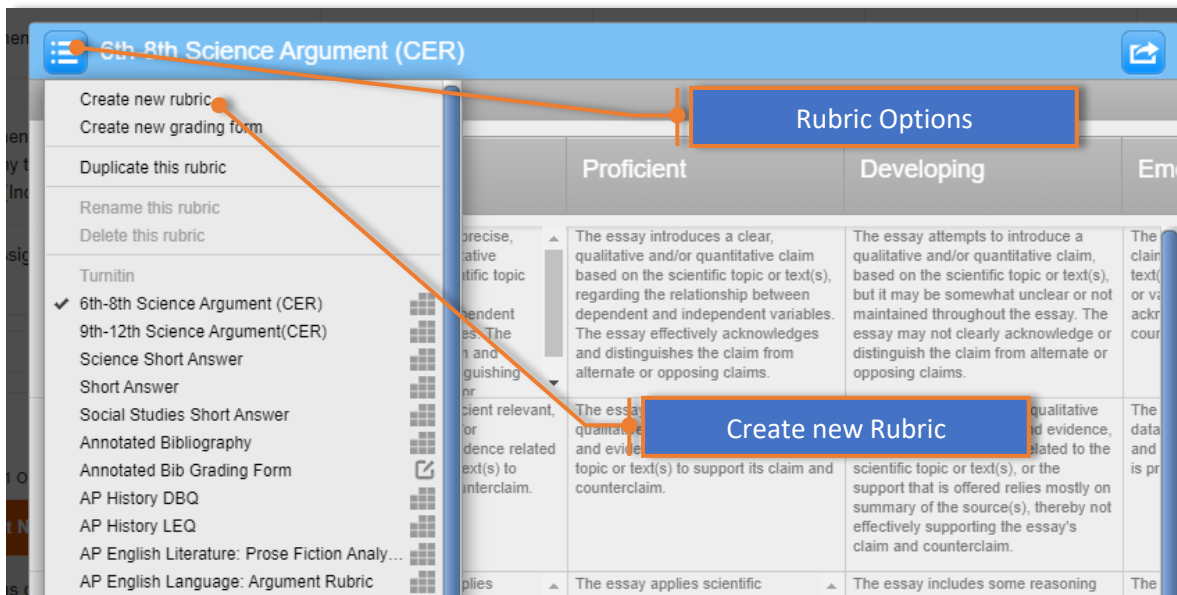
- a. In the Turnitin Assignment 2 setting, go to **GradeMark Options**.





- b. Click Launch Rubric Manager (). The Rubric Manager appears.

2. Creating new rubric

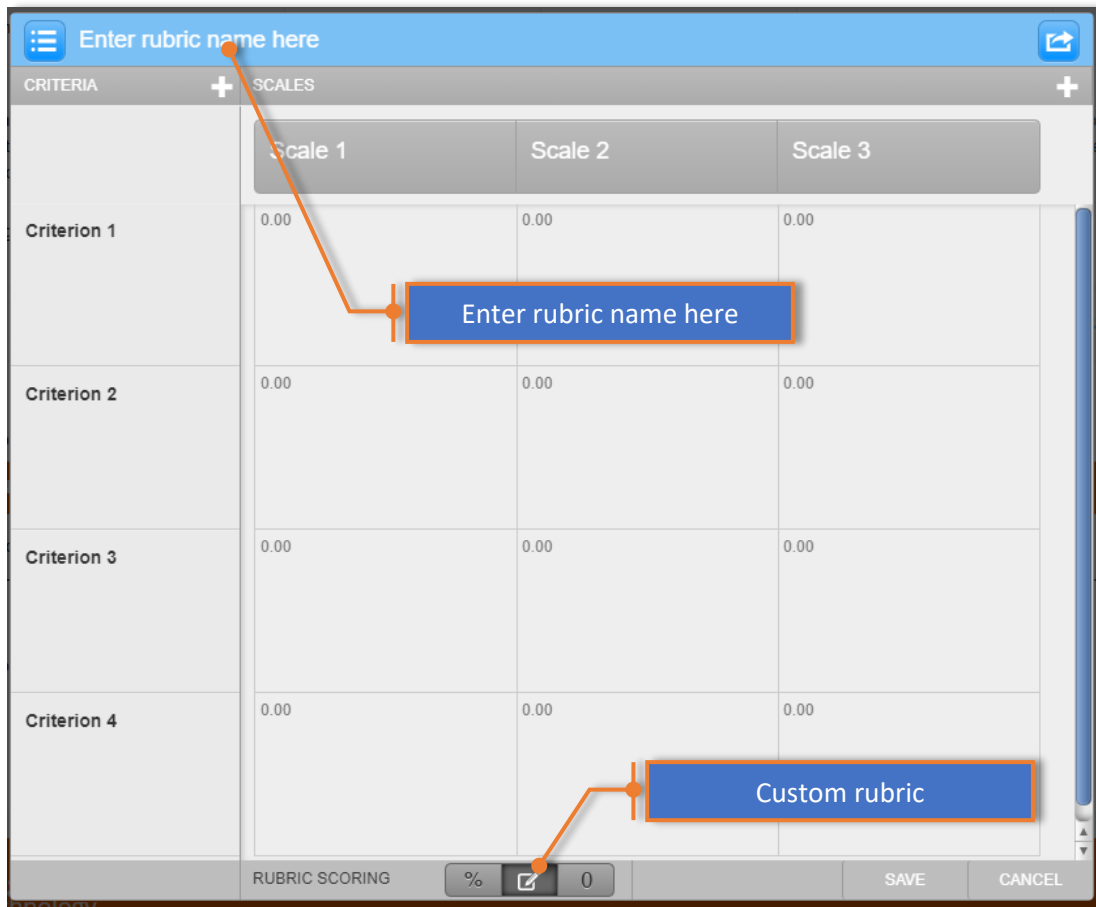
- a. Click the **Rubric options**(), then **select Create new rubric**. The new rubric form appears.



3. Creating a new rubric

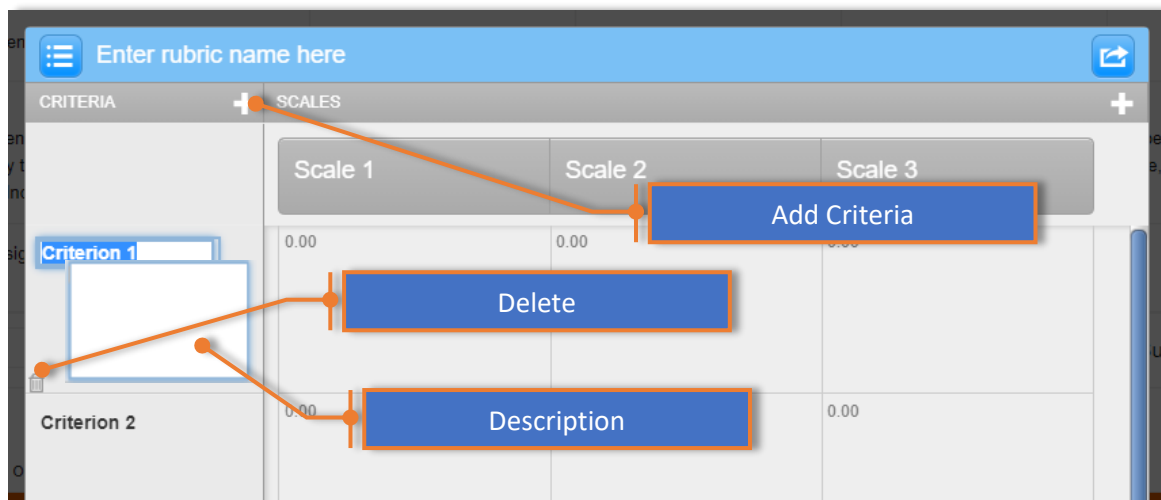
- a. Click the Enter rubric name here to activate. Type a descriptive name for the rubric. Press enter or click outside of the text field to save.
- b. Click the Custom rubric to get a custom rubric form.
- c. Click the Add criteria () add more criteria.
- d. Click the Add criteria () add more Scales.

Note: You must plan ahead for the number of criteria and the scale levels



4. Editing Criteria

- Click on **Criterion1** to activate, enter the corresponding title for the criteria.
- Click the area just below Criterion 1 to activate the criterion description. Enter the corresponding description for the criteria.
- Repeat these steps for the remaining criteria.
- Click the Add criteria (+) add more criteria.
- Click the Delete icon (🗑️) of the corresponding criteria to remove it.



5. Editing Scales

- a. Click on **Scale 1** to activate, enter the corresponding title for the scale.
- b. Click the area just below Scale 1 to activate the scale description. Enter the corresponding description for the scale.
- c. Click the Scale mark to activate, enter the corresponding mark for the scale.
- d. Repeat the preceding steps for the remaining criteria.
- e. Ensure that when the highest mark scale, when added up, is equivalent to the total mark of the assignment. E.g., if the assignment has three criteria with 10 maximum marks. The highest scales mark would be distributed as 7, 2, and 1 or any other combination that is equal to 10 when added.

Note: It is a good practice to set the highest mark on the first scale, so the students can see the best quality they need to produce, while the last scale would have 0 marks.

6. Saving
 - a. Click **Save** to save the rubric.
 - b. Click anywhere outside the rubric to exit.

7. Attaching Rubric
 - a. Select a rubric from the **Attached a rubric to this assignment** options.

8. Saving
 - a. Continue editing other Turnitin Assignment 2 settings, then save.