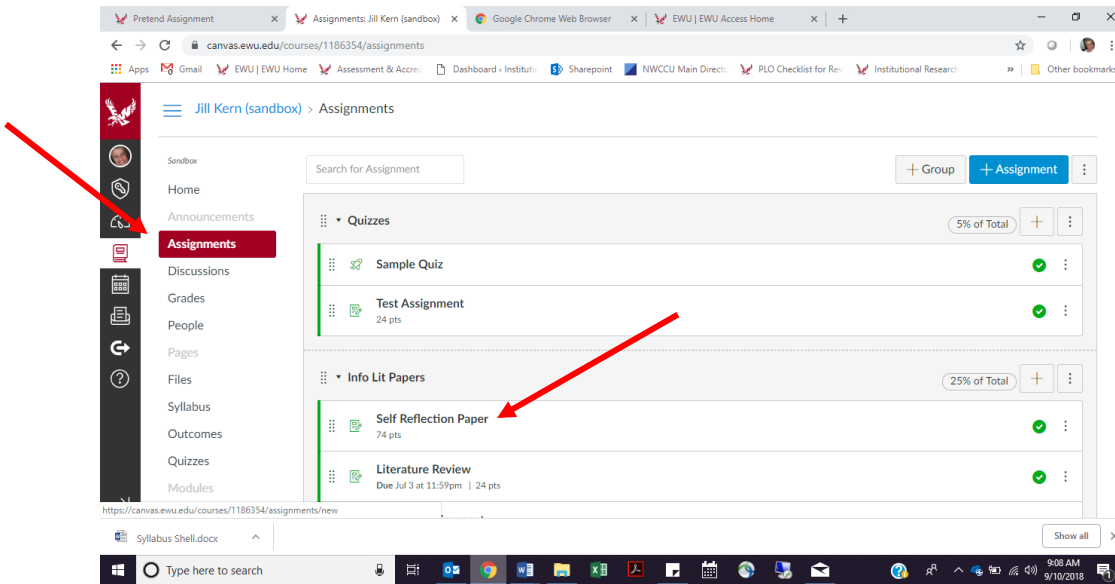
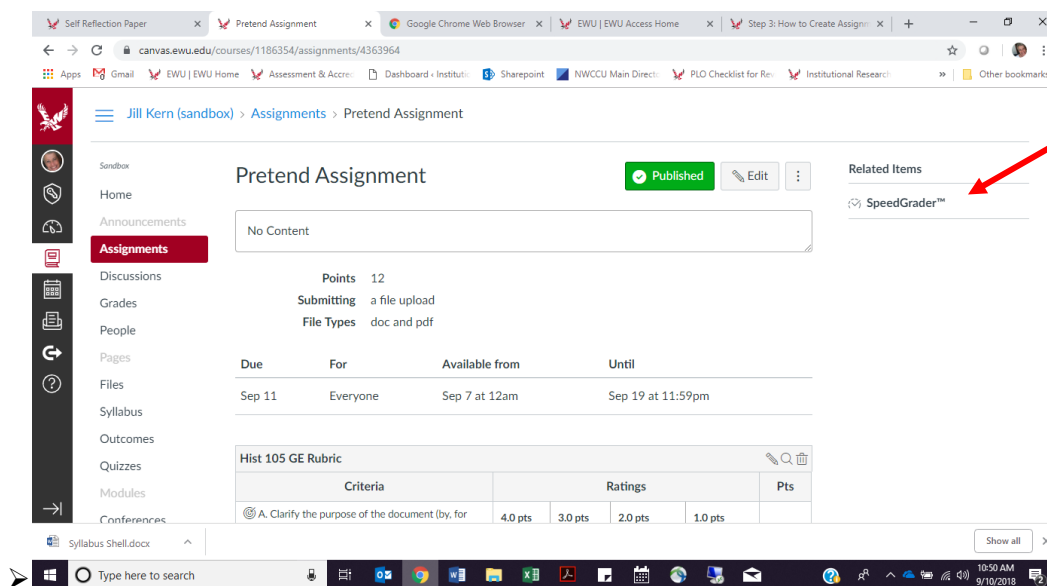


How to Grade & Assess GE in Canvas

- Create assignment in Canvas. (See the document “How to Create an Assignment in Canvas.” Also see [Complex Assignments](#) for how to create a complex assignment for a GE course.)
- Create a Rubric. (See the document “How to Create GE Rubrics in Canvas.”)
- Access the assignment by clicking on Assignments on the left and then clicking on the name of the assignment.



- Click on Speed Grader™.



➤ If your students have uploaded their papers in Canvas, a student paper will appear in the left-hand pane of your window. Click on the View Rubric button in the right-hand pane.

The screenshot shows the Canvas LMS interface. The left pane displays a student paper titled "The Throw-Away Society" by Doug Michelson, dated September 10, 2018. The paper text discusses the lack of appreciation for quality in America. The right pane shows submission details: "Submitted: Sep 10 at 2:22pm", "Student Viewed Document: Sep 10 at 2:35pm", and "Submitted Files: (click to load)" with a link to "Throw-Away Society.pdf". Below this is the "Assessment" section, which says "Grade out of 12" and has a "View Rubric" button. A red arrow points to this button. The bottom pane shows "Assignment Comments" with a comment: "Very well written but lacking scholarly merit in terms of the absence of citations and historical analysis."

➤ You can adjust the relative size of the student's paper and rubric by clicking on the line between them and dragging the line to the left or right.

The screenshot shows the Canvas LMS interface with the student paper and rubric. The left pane shows the same student paper as in the previous screenshot. The right pane shows the "Grading" section with a rubric table. A red arrow points to the vertical line between the paper and the rubric, indicating it can be dragged to adjust the relative size of each pane.

Criteria	Ratings				Pts
A. Clarify the purpose of the document (by, for instance, articulating a thesis statement when appropriate). view longer description threshold: 3.0 pts	4.0 pts Excellent	3.0 pts Proficient	2.0 pts Below Expectations	1.0 pts Poor/Absent	<input type="text"/> / 4.0 pts

- Next, as you read the student's paper or after you finish reading it, click on the rating in the rubric (in the right-hand pane) that reflects your judgement for each criterion (i.e., each SLO). You may add comments for the student regarding that SLO by clicking on the little gray speech bubble below the number of points you give to the student. These comments will appear in the student's rubric for him or her to read.

The screenshot shows a Canvas LMS interface. On the left, a student's paper titled "The Throw-Away Society" is displayed. A comment box from "Jill Kern" says "Excellent thesis statement: clear and compelling." On the right, a grading rubric for "Hist 105 GE Rubric" is shown. The rubric has two criteria, both rated "4.0 pts Excellent". A red arrow points to the "4.0 pts Excellent" rating for criterion A. Below the rubric, a "4.0" score is shown in a box, with a red arrow pointing to it.

- Type your comments regarding that SLO/criterion in the Additional Comments box and click on the Update Comments button.

The screenshot shows the "Additional Comments" dialog box. The title is "Additional Comments". The main text area contains the following text: "A. Clarify the purpose of the document (by, for instance, articulating a thesis statement when appropriate). Additional Comments: Starting the paper with your succinct, punchy thesis statement was a strong beginning." Below the text area are two buttons: "Cancel" and "Update Comments". A red arrow points to the "Additional Comments:" label, and another red arrow points to the "Update Comments" button.

- In addition to or in lieu of adding comments to the rubric, you may insert comments into the student's paper. To do this, use one of the comments tools in the black toolbar on top of the left-hand pane. The highlighter tool is particularly useful. When using it, highlight a section of text you want to comment on. Then a text box will appear for you to insert your comments. Students will see the highlighted text and the comments you have associated with them when they review their paper in Canvas.

Canvas LMS interface showing a student's paper titled "The Throw-Away Society" by Doug Michelson. A comment box from Jill Kern is overlaid on the text, stating: "Excellent thesis statement: clear and compelling." The rubric table on the right shows the following criteria and scores:

Criteria	Score	Level
A. Clarify the purpose of the document (by, for instance, articulating a thesis statement when appropriate). view longer description threshold: 3.0 pts	4.0 pts	Excellent / 3.0 pts Proficient
B. Convey meaning clearly throughout the document. view longer description	4.0 pts	Excellent / 3.0 pts Proficient

- You may also add a global comment (e.g., "Well done!") that will appear at the top of the student's paper by writing in the Assignment Comments box just below the rubric in the right-hand pane and then hitting the Submit button.

Canvas LMS interface showing the Assignment Comments box. The box contains the text: "Overall, a good paper." and a "Submit" button. The rubric table on the left shows the following criteria and scores:

D. Make choices concerning style, tone, and deg... view longer description	Proficient	3/ 4.0 pts
B. Apply sound criteria (i.e., credibility, acc... view longer description	Below Expectations	2/ 4.0 pts
Historical Interpretation	Very Good	6/ 7.0 pts
Total Points: 21 out of 27.0		

- Click on Submit. You're done with this paper! See document "How Student Uses Canvas for Assignments" to see the student view.)

Dashboard | jkern8 | EWU WordPress Meetu... | Pretend Assignment | Pretend Assignment, S... | Assessment Resources | Veterans' Education an... | +

https://canvas.ewu.edu/courses/1186354/gradebook/speed_grader?assignment_id=4363964#%7B%22student_id%3A%22%22%7D

Pretend Assignment
Due: Sep 11 at 11:59pm - Jill Kern (sandbox)

0/4 Graded 4/4 ← Test Student

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judgement about the quality of information.
view longer description threshold: 3.0 pts

Historical Interpretation	7.0 pts Full Marks	6.0 pts Very Good	0.0 pts No Marks	6.0 / 7.0 pts
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Total Points: 19 out of 27.0

Save Cancel

Assignment Comments

Very well written but lacking scholarly merit in terms of the absence of citations and historical analysis.

Submit

Type here to search 10:02 AM 9/13/2018

- Click on the little arrow on the far right of the black bar to advance to the next student.

Dashboard | jkern8 | EWU WordPress Meetu... | Pretend Assignment | Pretend Assignment, S... | Assessment Resources | Veterans' Education an... | +

https://canvas.ewu.edu/courses/1186354/gradebook/speed_grader?assignment_id=4363964#%7B%22student_id%3A%22%22%7D

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Page 1 of 2 ZOOM +

view longer description threshold: 3.0 pts

Historical Interpretation	7.0 pts Full Marks	6.0 pts Very Good	0.0 pts No Marks	6.0 / 7.0 pts
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Total Points: 19 out of 27.0

Save Cancel

Assignment Comments

Very well written but lacking scholarly merit in terms of the absence of citations and historical analysis.

Jill Kern, Sep 13 at 10:04am

Add a Comment

Submit

Type here to search 10:04 AM 9/13/2018