

## About weighted rubrics

A *rubric* is a set of scoring criteria for rating student performance on an exam question. When teachers score a question according to a rubric, they focus on how the student’s answer compares to the established scoring criteria, and not necessarily on the number of points to award.

Rubric scores can be numeric, for example, 0 through 4, or abbreviations for performance levels, for example, Min for Minimal or Exe for Exemplary.

## Creating a rubric when aligning an existing exam

When starting any long answer section of an exam, you have the option of grading the questions on a point scale or a weighted rubric.

### To create a weighted rubric when aligning an existing exam:

- 1 In the Start a Section page, select Long Answer for the type of question, then select **weighted rubric** from the drop-down list. Click **Continue**.

**Start a section:**

Section name:

# of questions:

Question type:

- Multiple choice - with  possible choices per question
- Short answer
- Long answer - graded on a **weighted rubric**

Questions for which partial credit is allowed.

Click to select Long Answer, then select **weighted rubric** from the drop-down list.

- 2 In the Create Weighted Rubric page, choose the number of possible scores for this rubric. You can have up to 20 possible scores.

**Create Weighted Rubric**

Enter the default rubric for each question in this section. You can change the rubric for individual questions later.

**Number of scores:** Include  possible scores. Choose the total number of possible scores for this rubric.

**Weighted rubric:** For each rubric score, enter the score that appears on the answer sheet and the corresponding point value.

Rubric Score	Point Value
<input type="text" value="1"/>	<input type="text" value="5"/>
<input type="text" value="2"/>	<input type="text" value="10"/>

- 3 For each rubric score, enter the score that will appear on the answer sheet and the corresponding point value. You can edit the scores and values later.

The rubric score, which appears on answer sheets or teacher score sheets, can contain up to three letters or numbers. You can arrange them from highest to lowest, or lowest to highest.

**Note:** Point values can have up to one decimal place, but the point value for the highest score must be a whole number.

- 4 Click **Continue**. You can then proceed to finish aligning or editing the exam.

## Creating a rubric when creating an exam in Edusoft

When starting any long answer section of an exam, you have the option of grading the questions on a point scale or a weighted rubric. Since you are creating an exam in Edusoft, you must also create your own long answer questions.

### To create a weighted rubric when creating a new exam:

- 1 In the Start a Section page, select Long Answer for the type of question, and select **weighted rubric** from the drop-down list.

**Start a section:**

Section name:

Question type:

- Multiple choice
- Short answer
- Long answer - graded on a **weighted rubric**

Select **weighted rubric** from the drop-down list.

- 2 In the Create Weighted Rubric page, choose the number of possible scores for this rubric. You can select up to 20 possible scores.

**Create Weighted Rubric**

Enter the default rubric for each question in this section. You can change the rubric for individual questions later.

**Number of scores:** Include  possible scores. Choose the total number of possible scores for this rubric.

**Weighted rubric:** For each rubric score, enter the score that appears on the answer sheet and the corresponding point value.

Rubric Score	Point Value
<input type="text" value="1"/>	<input type="text" value="5"/>
<input type="text" value="2"/>	<input type="text" value="10"/>

- For each rubric score, enter the score that will appear on the answer sheet and the corresponding point value. You can edit the scores and values later.

The rubric score, which appears on answer sheets or teacher score sheets, can contain up to three letters or numbers. You can arrange them from highest to lowest, or lowest to highest.

**Note:** Point values can have up to one decimal place, but the point value for the highest score must be a whole number.

- Click **Continue**. On the next page, add your own weighted rubric questions.

**Section 3 - Long answer**

You have selected or created **0** new questions to add to this section. CANCEL CONTINUE >

Sources: School District, Other Teachers in School District Add sources Select a standard...

Standard: CCS--English--Grade 9/10--Reading 1.2; 0 items Add standards ...then click to create a question.

**i** This standard has no weighted rubric items available. To find more items, choose [more sources](#), [more standards](#), or **create a question** of your own.

- Select a standard for the first question and click the **create a question** link.
- On the Start Question Creation page, click **Continue**.
- On the Edit Question Content page, add a weighted rubric question, and click **Continue**.

**Question Body**

**Add question element:**

Type text or an equation here to add to the question.

text  equation Indicate what you are adding.

**ADD**

OR

**Upload image:**  Browse... Click to browse and locate an image file...

**ADD** ...then click to add the image.

**CONTINUE >** to create answers

- On the Edit Answers page, type the grading criteria for each rubric score, and click **Continue**.

**Edit answers**

Rubric Score	Criteria
1	<input type="text"/>
2	<input type="text"/>
3	<input type="text"/>

**CONTINUE >**

- On the Finish Question page, click **Save**. Now you can select another standard and add another question.
- When you're finished adding questions, click **Continue** to go to the Edit a Section page and finish the creating or editing the exam.

## Editing a rubric on an aligned or created exam

Once you have created a rubric for a long answer section, Edusoft applies the rubric to all questions in that section. However, you can edit the rubric scores and their values for individual questions by editing the section.

### To edit a rubric on an aligned or created exam:

- On the Edit a Section page, click the **Edit Rubric** link for any question, change scores and values as needed, then click **Continue**.

**Edit Rubric**

Rubric Score	Point Value
1	2
2	4
3	6
4	8

**FINISH >**