Setting up a Media standard Rubric for using on a studentcentral Assignment or Grade Centre Column

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Part 1 – Importing the standard Media Rubric

- 1. Open the module on which you wish to use the Rubric.
- 2. In the Control Panel click **Course Tools>Rubrics** (this is the **Rubric library for studentcentral** assessment tools, **NOT Turnitin**)
- 3. Click the **Import** link, top left of the page.

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Create Rubric	Import Rubric		

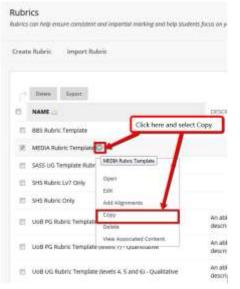
4. Browse and locate the Rubric zip file (it will be named some like this: Rubric_ExportFile_WKS-MEDIARUBRICS_1565945284628.zip) and click Submit.

Part 2 – Adding your own criteria to the Rubric template

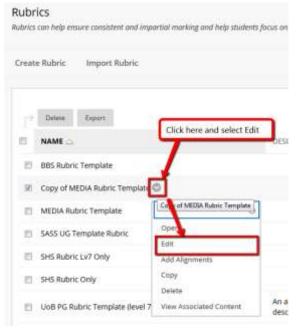
1. Go the Rubric tool in the control panel



2. Take a copy of the Media Template Rubric

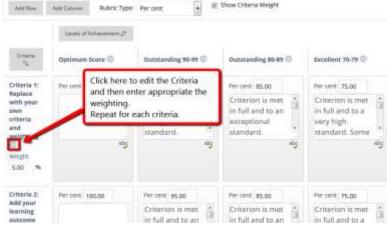


3. Now you have a copy you can edit it to set up the assessment criteria specific you your assessment.



4. Edit the criteria to reflect your assessment and then click Submit.





If you need to add or remove criteria from the template see below.

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Part 3 – Attaching the Rubric to your assessment

When adding a studentcentral submission point or a Grade Centre column do the following to attach your Rubric.

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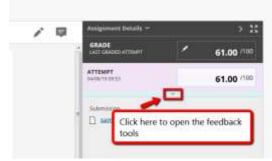
Part 4 – Marking using the Rubric

If your students have submitted via a studentcentral assignment this is how you mark against the Rubric.

1. Open the submission.

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2. Accessing the feedback tools



and then click on the Rubric to open ready for marking



3. Select the marks for each criteria and add any feedback you want to add.

