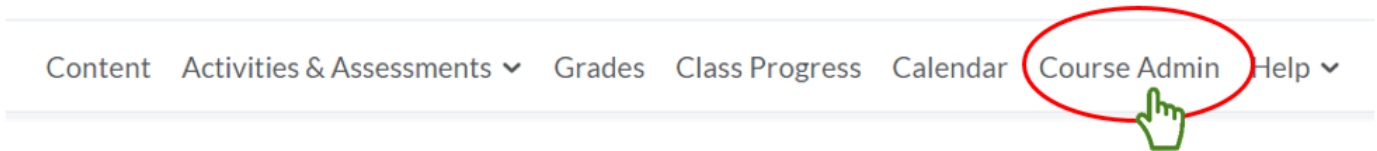




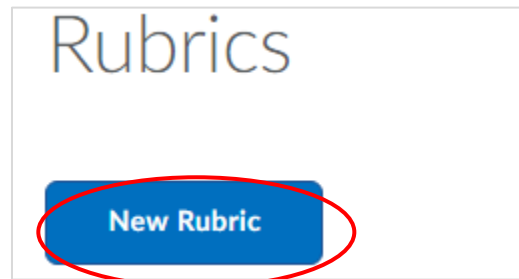
How do I create a rubric?

First log in to Brightspace and enter the course.

1. On the NavBar, click **Course Admin** > go to **Assessment category** > click **Rubrics**.



2. On the Rubrics page, click **New Rubric**.



3. In the General area, enter your rubric details.
4. To associate your rubric with Competencies or Brightspace ePortfolio, in the **Advanced Availability** section, select the Competencies or Brightspace ePortfolio check boxes.
5. Click **Save** then do one of the following:
 - If you created an analytic rubric, in the **Levels** and **Criteria** tab, edit your criteria and levels.
 - If you created a holistic rubric, in the **Levels** tab, edit your levels.