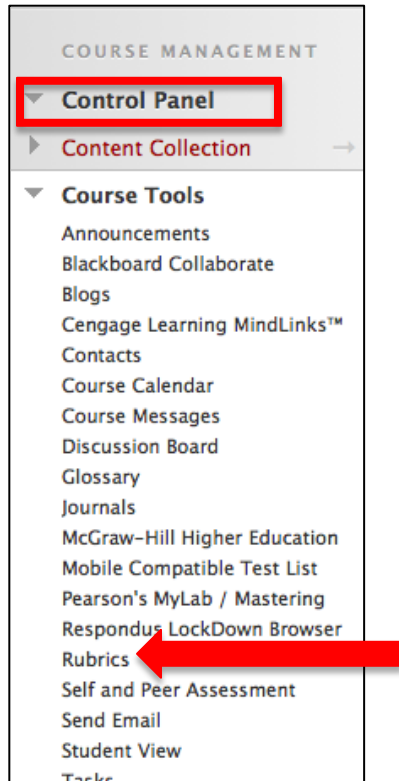



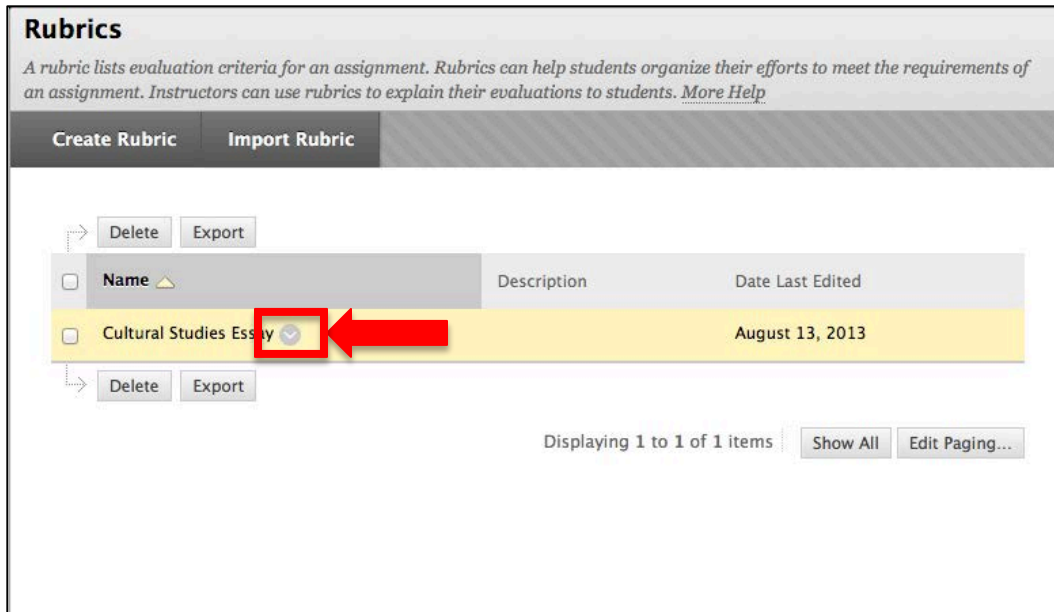
How to Run a Rubric Evaluation Report

This tutorial assists instructors in creating a Rubric Evaluation Report. A rubric evaluation report provides a comprehensive report of statistics for an item that you graded with a rubric. If you want to evaluate a rubric or its use in your course, you can run the report at any point in the grading process.

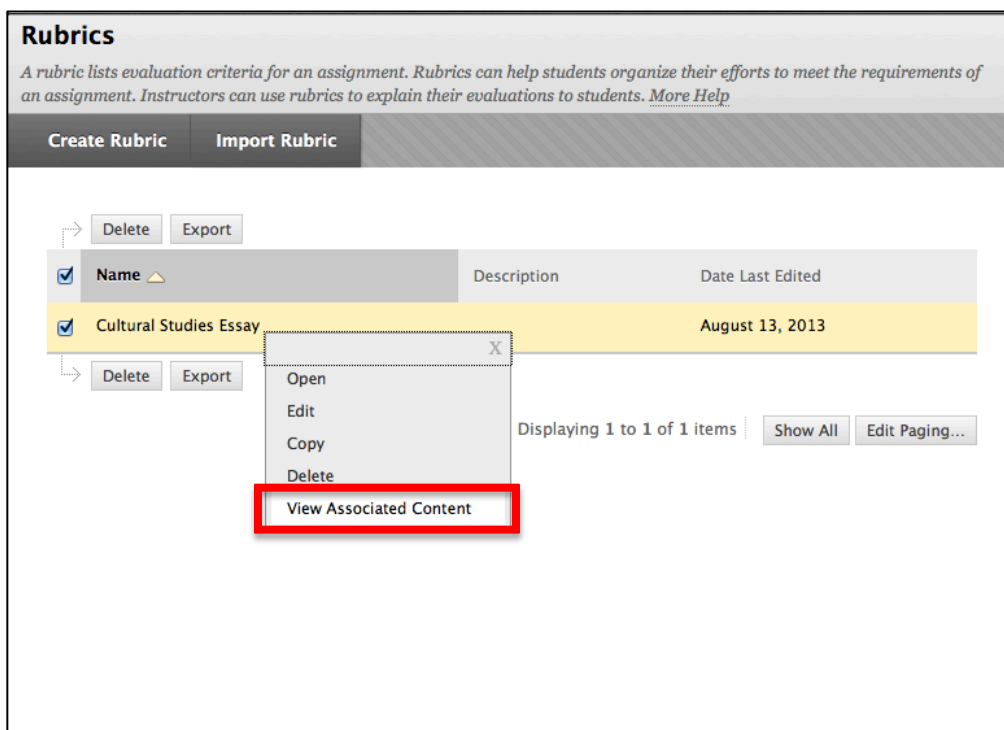
1. On the Course Management menu (bottom left), click on Course Tools.
2. Then, click on Rubrics.




3. On the Rubrics page, hover the cursor over the title of the rubric you would like to evaluate.
4. Click on the Action Link () to the right of the title.




5. On the Action Menu, select View Associated Content.



6. On the View All Items page, hover the cursor over the title of the Item for your evaluation.
7. Click on the Action Link () next to the title of that item.
8. On the Action Menu, select Rubric Evaluation Report.

View All Items: Cultural Studies Essay

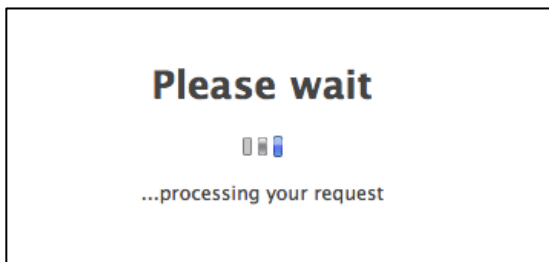
*All items associated with this rubric are listed on this page. Click the **Item Name** to edit the association or click **OK** to return to the main **Rubrics** page. [More Help](#)*

Item Name	Category	Visible to Students	Points Possible
Paper 1 	Assignment	No	100
Paper 2	Rubric Evaluation Report	No	100
Paper 3	Assignment	No	100

← OK

- 9. On the Run Reports page, you may select a date range, but it is not necessary.
- 10. Click Submit.

❖ You may see a screen that says “Please Wait...”. This may take a few minutes.



- 11. The Rubric Statistics Report should download and may open automatically.
 - ❖ On the Successful Run page, you may choose to Save to Content Collection, Download Report, or to Run a New Report if it does not automatically download.

For more information, contact the Faculty Resource Center at 205.348.3532
or frc@ua.edu
or visit our website at <http://frc.ua.edu>.

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