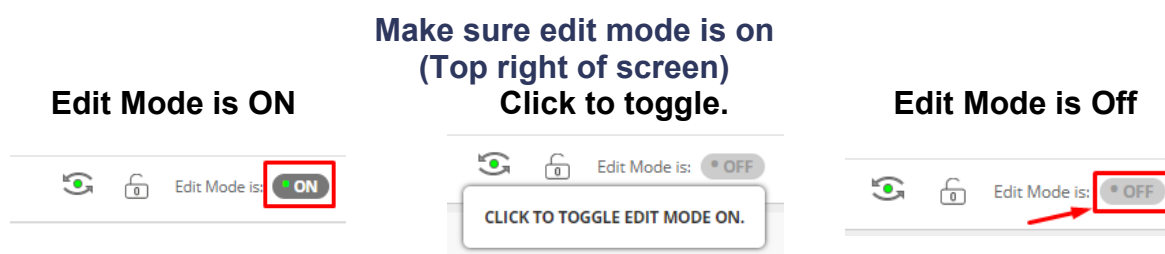# Grading Using a Rubric
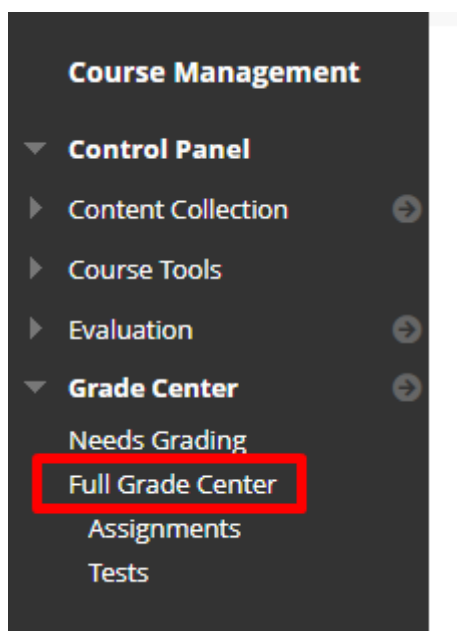
You can create a rubric in the grade center without having an assignment submission.

Make sure edit mode is on (Top right of screen)

Edit Mode is ON	**Click to toggle.**	**Edit Mode is Off**

1. Go to the full grade center.

2. Click create column.

3. Create a new Rubric.

4. Ensure that the rubric is showing to students

5. Submit and go to the created column. Choose a student and click the arrow next to the column and choose View Grade Details.
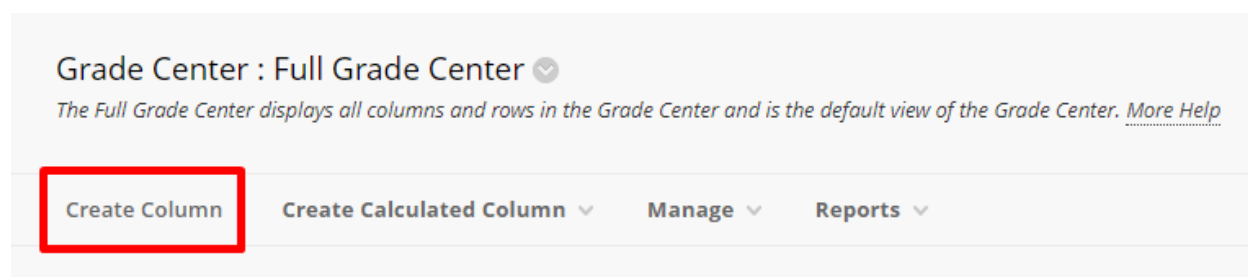
6. Select View Rubric next to the Current Grade Value.

7. Fill in the feedback

8. Press Save.

Student View.

1. Students can view their rubric in MyGrades.
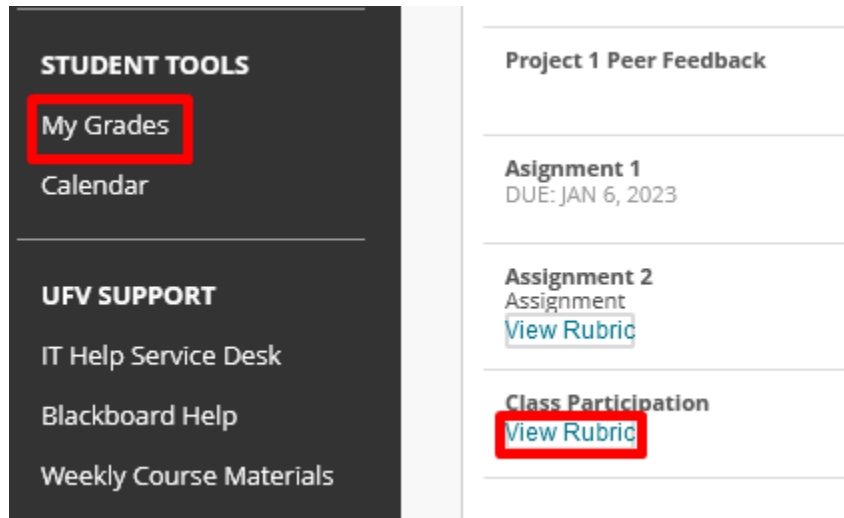
2. Students will then see the rubric.

Interested in more educational tools? Check out our How-To Guides at:
www.ufv.ca/myclass/faculty-centre/faculty-tutorials or email us at asktlc@ufv.ca