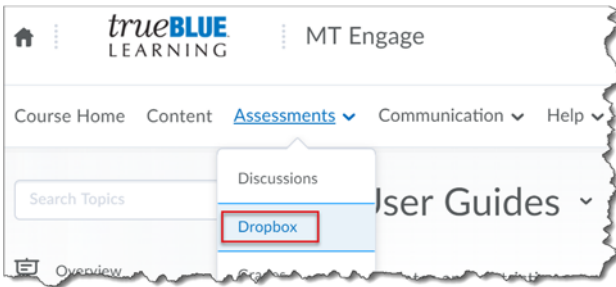
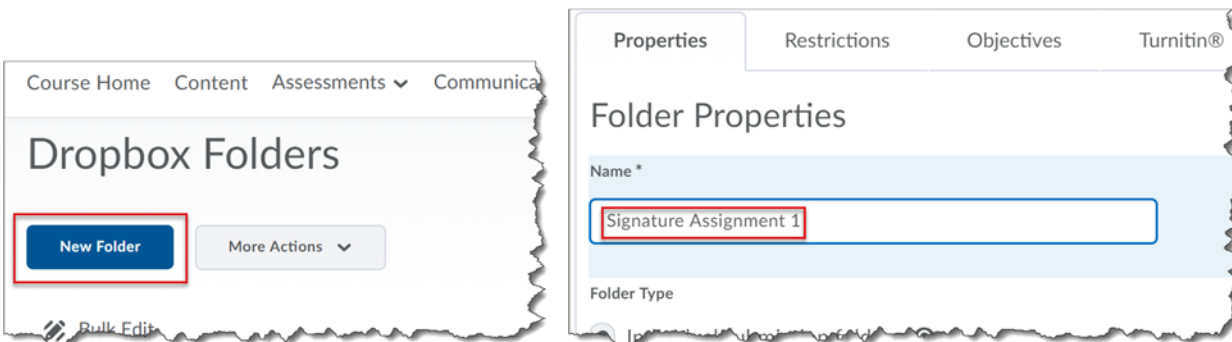


Attaching the Rubric in D2L to Signature Assignment

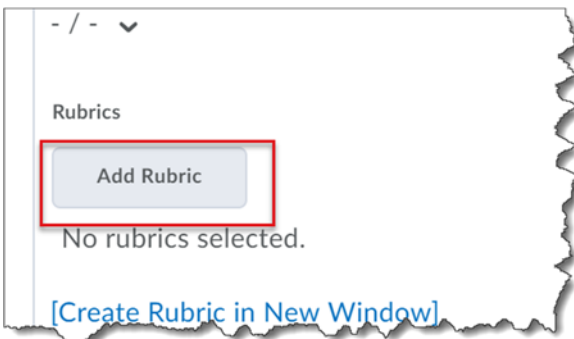
Step 1. Create an assignment in D2L's Dropbox by clicking **Dropbox** from the **Assessment** menu



Step 2. Select **New Folder** and give your assignment a name.



Step 3. Select **Add Rubric**. (Note: Apply all of the other settings/restrictions in the usual manner.)

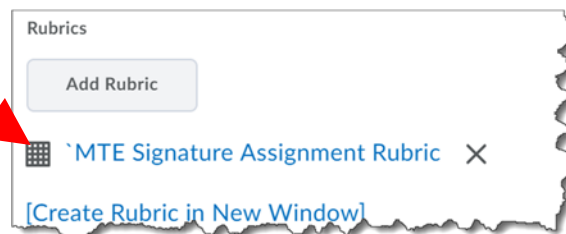


Step 4. Select the desired rubric and choose **Add Selected**.



Step 5. You should see the rubric name appear.

(Note: You can add more than one rubric)



Step 6. Select **Save and Close**. The assignment will now show up in your dropbox.

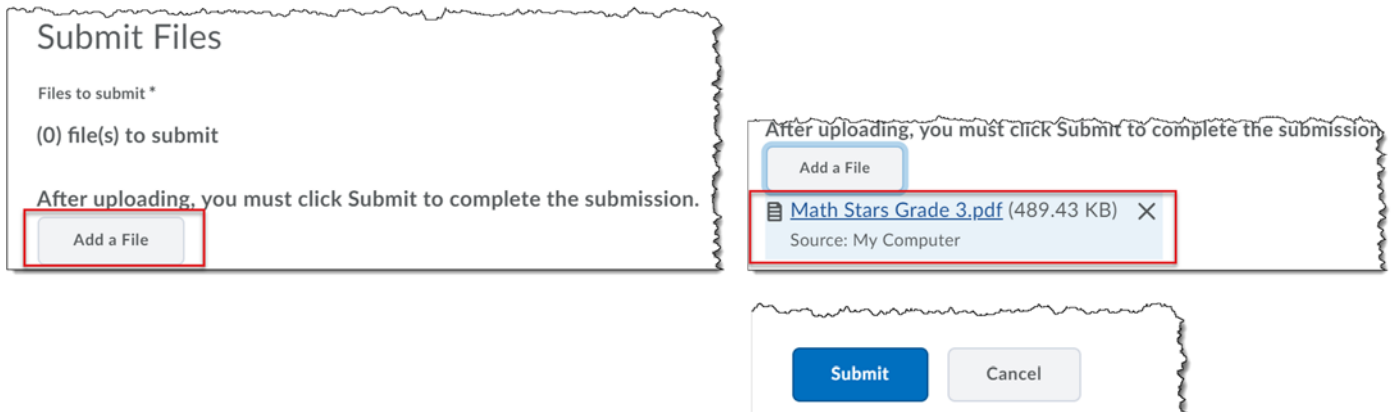


Student Submission of Assignment

Step 1. Student would go to **Assessment** and select **Dropbox** and click on the assignment.

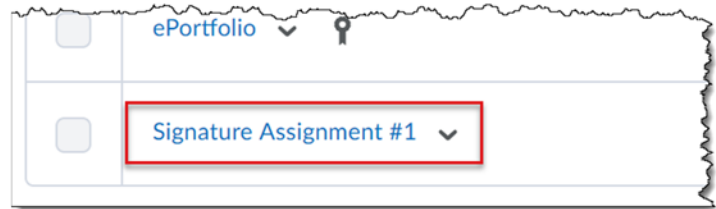
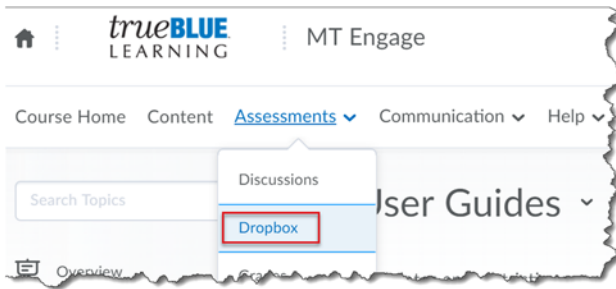


Step 2. They now upload their file by clicking **Add a File**. Note that the rubric being applied will be shown. Once they add the file, it will appear. They must press **Submit** at the bottom of the page.



Applying the Rubric to the signature assignment

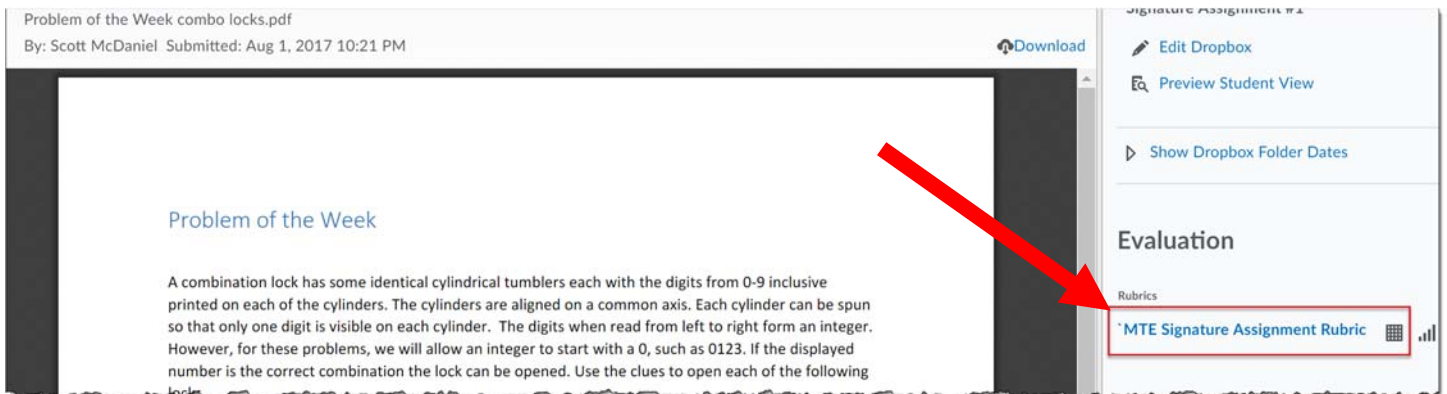
Step 1. Select an assignment in D2L's Dropbox by clicking **Dropbox** from the **Assessment** menu and select the assignment.



Step 2. You will see the list of submissions. Select the first one to begin grading.

<input type="checkbox"/>	Last Name ▲, First Name
<input type="checkbox"/>	McDaniel, Scott
<input type="checkbox"/>	 Problem of the Week combo locks.pdf (51.31 KB)

Step 3. You will see the Assignment on the left and the Rubric on the right.* Once you are ready to score the assignment, select the rubric



The screenshot shows the assignment view. On the left, the PDF content is displayed, titled 'Problem of the Week'. On the right, the 'Evaluation' section is visible, showing a list of rubrics. The 'MTE Signature Assignment Rubric' is highlighted with a red box. A red arrow points from the rubric selection area towards the PDF content.

Step 4. Score the rubric. You may give personal feedback on each item and select **Save and Record** at the bottom of the rubric.

MTE Signature Assignment Rubric
(not graded yet)

Connections to Experience	Capstone	Advancing	Milestone	Benchmark	Developing	N/A	Feedback
Connects relevant experience and academic knowledge	<input type="radio"/> Assignment reflects mature understanding of connections between range and acadt	<input type="radio"/> Assignment reflects connections across	<input type="radio"/> Assignment reflects connections am	<input checked="" type="radio"/> Assignment reflects connections between ge academic co relevant exp	<input type="radio"/> Assignment reflects little or no	<input type="radio"/>	<input type="text"/> <input type="text"/> <input type="text"/> Nicely done. Be sure to pay close attention to...
Connections to Discipline	<input type="radio"/> Assignment reflects mature understanding of interdisciplinary connections.	<input type="radio"/> Assignment indicates a developed sense of connections of knowledge across disciplines.	<input type="radio"/> Assignment awareness t the experier academic di relevant to s course of stu	<input type="radio"/>	<input type="radio"/> Assignment lacks connections between the experience and other academic disciplines.	<input checked="" type="radio"/>	<input type="text"/> <input type="text"/>
Transfer	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="text"/> <input type="text"/>
Overall Score	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="text"/> <input type="text"/>

Transfer rubric feedback to general feedback

Score the indicator by selecting the appropriate criteria

Give personalized feedback here.

Select NA (or leave blank) if this indicator is not being assessed

Overall Score Must be scored. Select NA if not giving an overall score.

One thing to note: In order for us to pull the data from the back end, the Overall Score must have something selected (e.g. NA).

Step 5. Now select **Publish**.

Note: Students can view their results by selecting the assignment from the **Dropbox** and select **View**.

Signature Assignment #1	- / -	1	<input type="button" value="View"/>
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*NOTE: Are you using D2L's new Feedback Studio to provide feedback directly on your students' work? If so, and you click on the Feedback Studio Rubric tool, Feedback Studio will tell you that it does not have the MT Engage Signature Assignment Rubric.



Don't worry! Just open the rubric from the dropbox submission view shown in Step 3 and move on to Step 4.