

# To Build a Rubric

Start by clicking on Lessons, Units, & Rubrics. Then go to the Rubric Wizard.

Then you may create a new rubric or adapt an existing one. Name your rubric and decide on the number of columns. Then click “Create New.” The following screenshot is what you will see. You can insert more rows by clicking on “+Row” button. You may also attach standards.

**KUTZTOWN UNIVERSITY** FOLIOS & WEB PAGES LESSONS, UNITS & RUBRICS STANDARDS COMMUNICATIONS

## Rubric Wizard

Example Rubric All Rubrics 1 Build Rubric 2 Publish/Share 3 Usage Details

Directions: To enter original content into the blank text boxes of a given row, click in the box and begin typing. You can also import content from other rubrics you have created by selecting them from the pull-down menu near the top of the page titled My Rubrics. [Help on this Page](#)

Created: 09/25/2018 (Based on rubric by Secondary Education Manager)

Import from Rubric:  OR  **IMPORT**

**Check Spelling** **Print/Export** **Generate Link (URL)** **Email** **Publish** **RENAME** **REORDER ROWS OR COLUMNS** **COPY** **SAVE**

Enter Criteria Below	Level 1	Level 2	Level 3	Level 4
	enter optional heading <b>+ Column</b> <b>- Column</b>	enter optional heading <b>+ Column</b> <b>- Column</b>	enter optional heading <b>+ Column</b> <b>- Column</b>	enter optional heading <b>+ Column</b> <b>- Column</b>

**+ Row** **Attach Standards**

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Once you are complete, save and publish it.