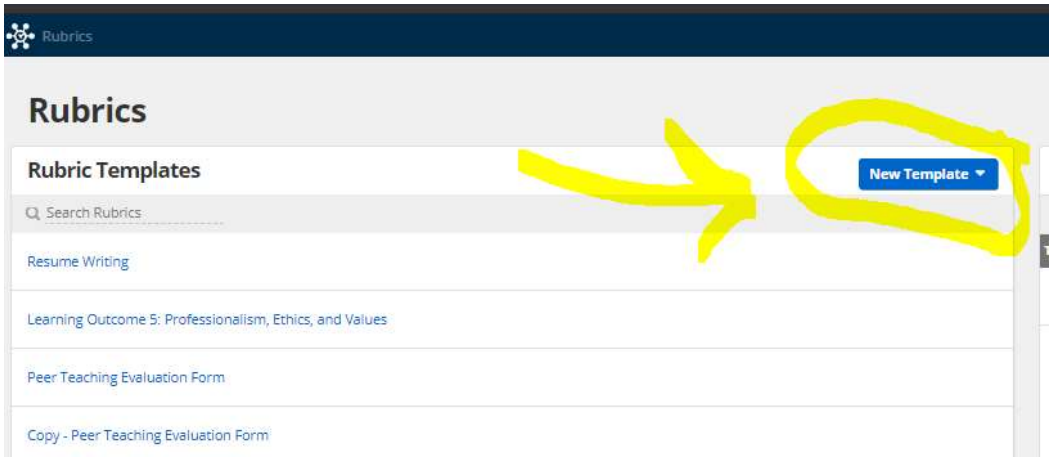
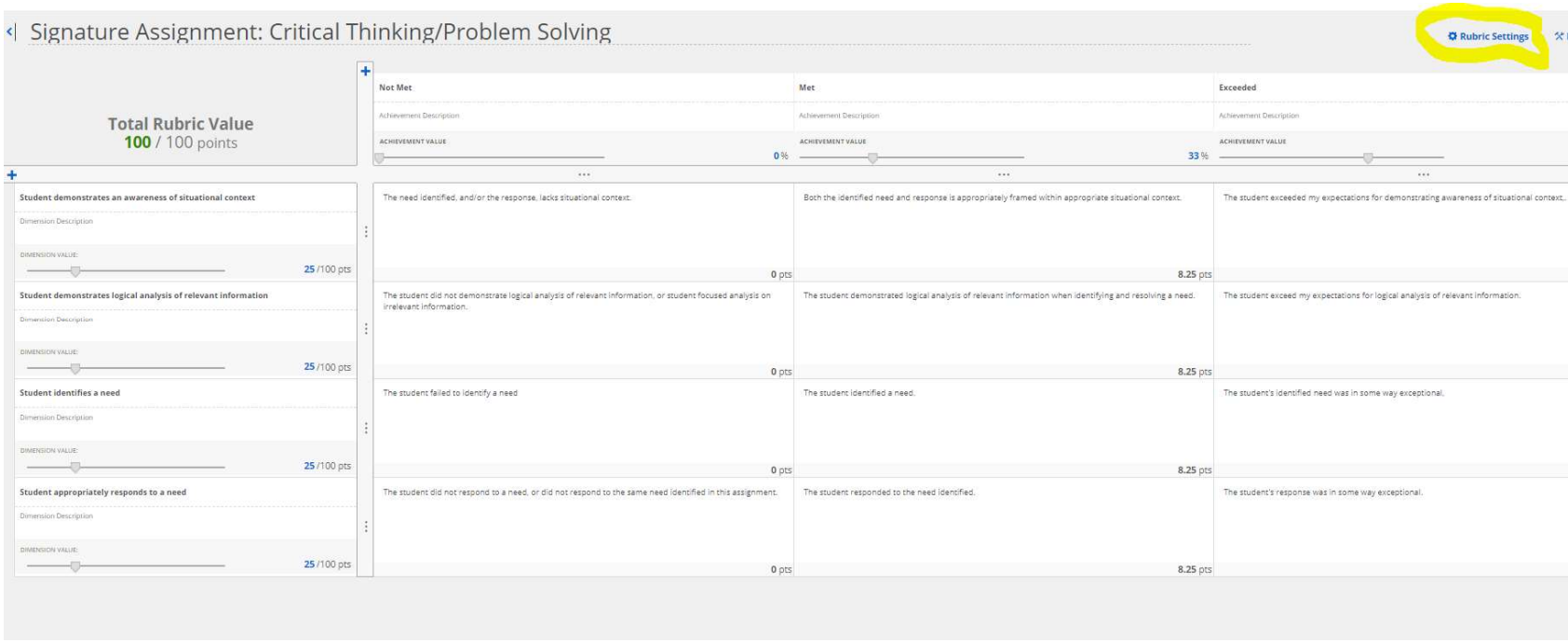
Directions: Creating a Signature Assignment Using Anthology Rubrics (Updated September 2021)

1. Login to Anthology Rubrics and select “new template.” You can make a rubric from scratch or modify a preloaded template.

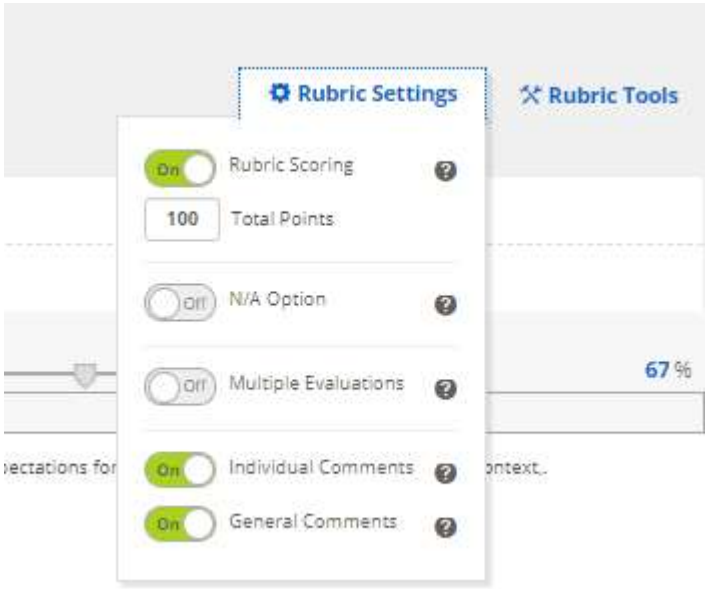


2. Edit or create your rubric, to assess your program learning outcome. See the example below (you can make yours as detailed as you find meaningful):

   Program learning outcome: The student will be able to identify and respond to needs based upon an understanding of situational context and logical analysis of relevant information.

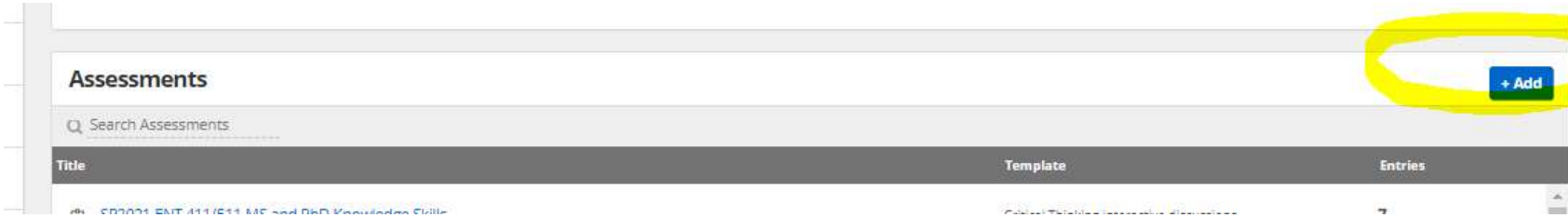


Note: You can adjust the setting by clicking on “rubric settings” as circled above. You can adjust the total points for the Rubric.

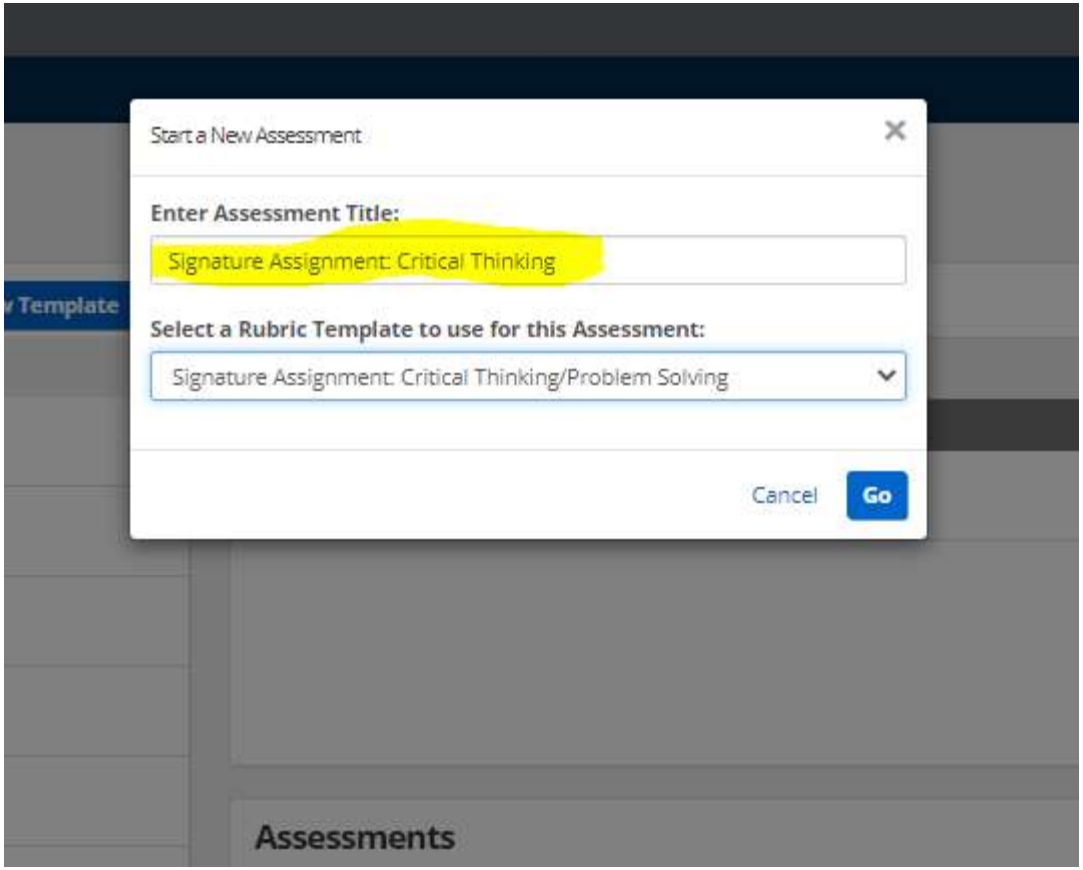


When satisfied, select “done” at the bottom of the rubric screen.

3. Select “add” under the “Assessments” section on the right-hand of your Rubrics home screen. This activates a template you have created for use.

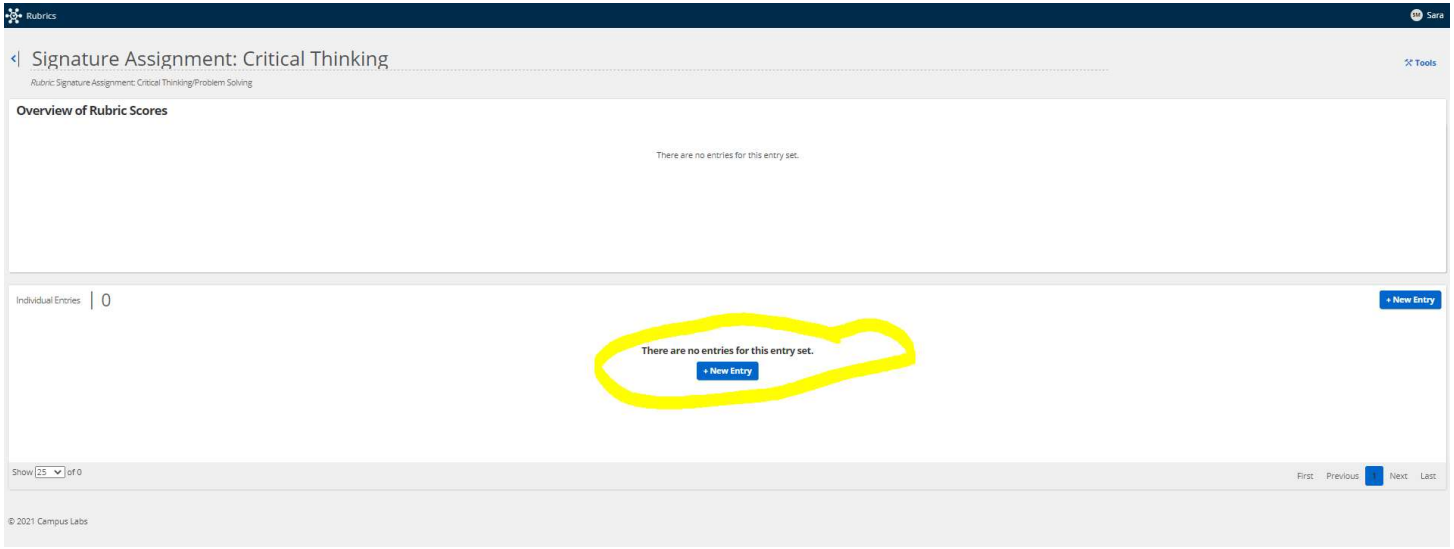


Give it a name, and select your rubric template, in the pop-up box.

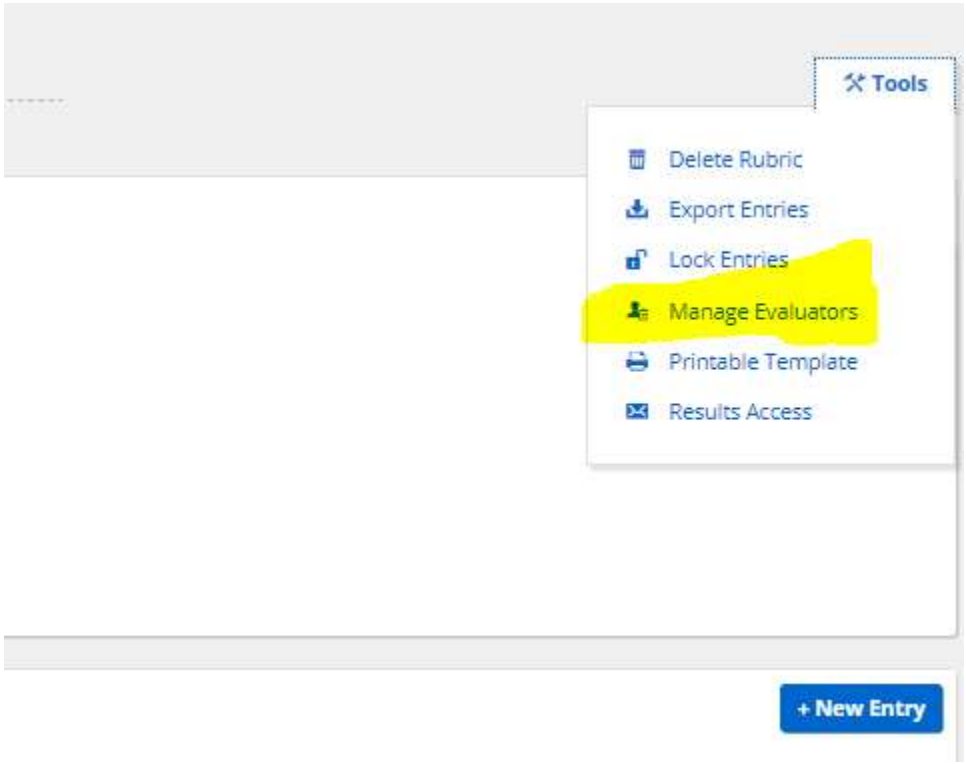


4. Now you can score students, by adding a “new entry.” Or, you can share this rubric with any faculty members who will use it in their courses or experiences with students to collect data on the learning outcome it was designed to measure.

   Add entries yourself



Or share the rubric with faculty members directly:



Example: If the program is assessing one program learning outcome this semester, the rubric could be used by all faculty who have an assignment or student interaction appropriate for assessment purposes. As these use the rubric, student data is captured and can easily be aggregated and pulled into Anthology Outcomes by the Department Chair/Program Head. The rubric can be reused in a future semester by adding a "new" assessment in Step 3 above. Some programs find it helpful to include the semester name in the title, to differentiate when each one was collected.

More information on using the Rubrics tool is available here:
How to Create a Rubrics Assessment and Add Entries
How to Review Rubric Results
Limited View for Rubrics Evaluators