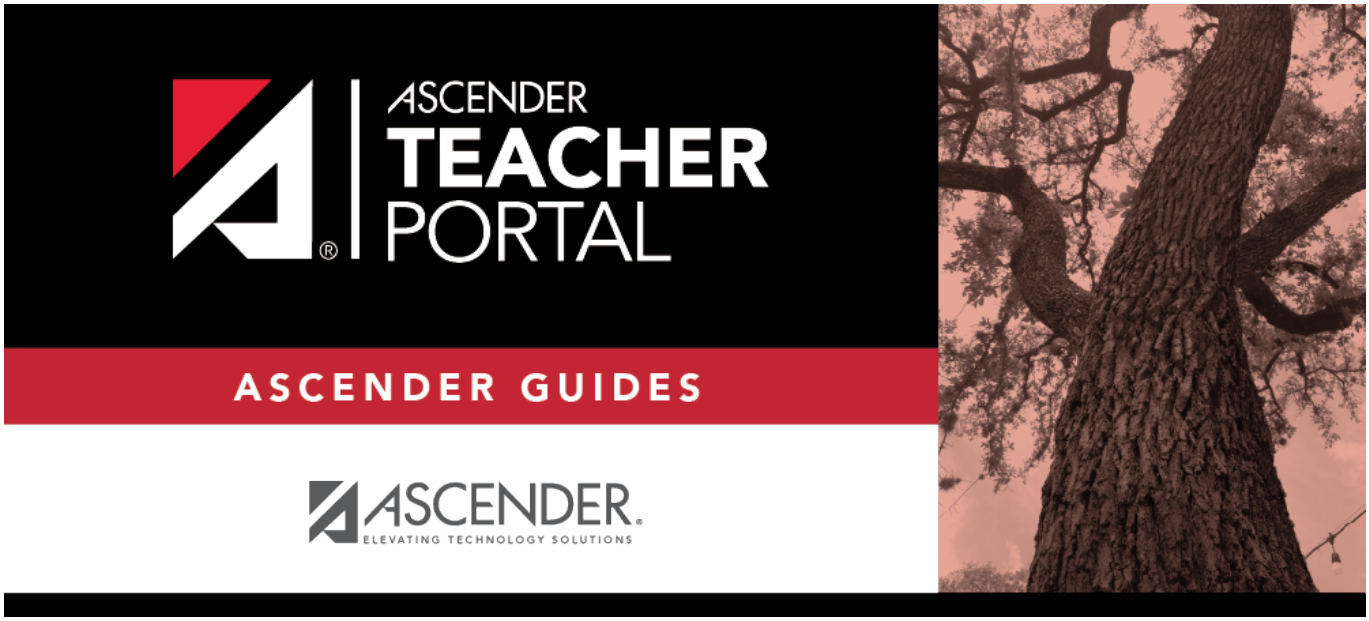

rubric_setup_body_print

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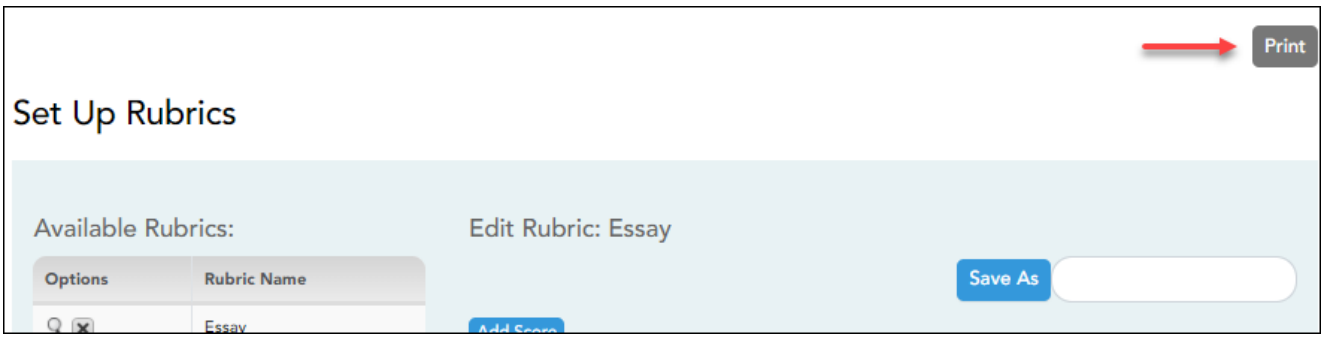
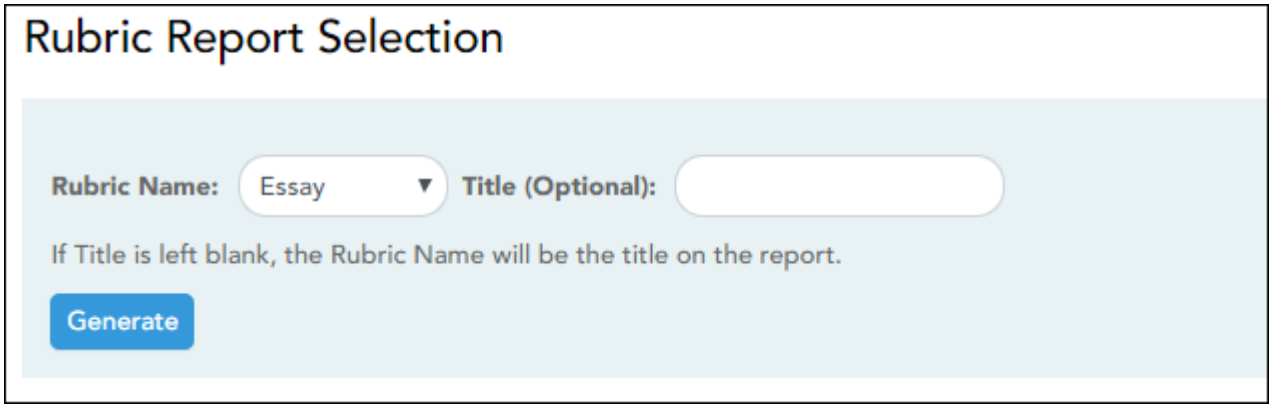
Print the rubric chart:

❑ Click **Print** to print a report of the displayed rubric chart.



The Rubric Report Selection page opens allowing you to make selections for printing the report.

This report prints a rubric chart which has been set up on Settings > Manage Rubric Charts. You can print only the rubric chart (i.e., blank), or you can print the rubric chart with student grades for a particular assignment.



❑ Specify report options:

Rubric Name	Select the rubric chart you want to print. Only rubric charts that have skills and scores already set up are listed.
Title	(Optional) Type a title for the report, up to 50 characters. If blank, the rubric chart name is used as the title.

Print with grades	Select to print the report with student grades. This field is only displayed if the selected rubric chart has already been used to grade an assignment. If selected, an additional field is displayed allowing you to select a course-section. Only course-sections that have a rubric chart set up are listed.

course-section	Once you select a course-section, another field is displayed allowing you to select the assignment that was graded with a rubric chart.

assignment	Once you select an assignment, a list of students in the course-section is displayed, along with their grade for the assignment.

This Student	Select for the students you want to print the rubric for. You can select **Check all** at the top of the column to select all students in the course-section.

❑ Click **Generate**.

- The report opens in a new window, and you can print the report from that window.
- The report selection page remains open on your desktop.

- The report opens in a new window, and you can print the report from that window.
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