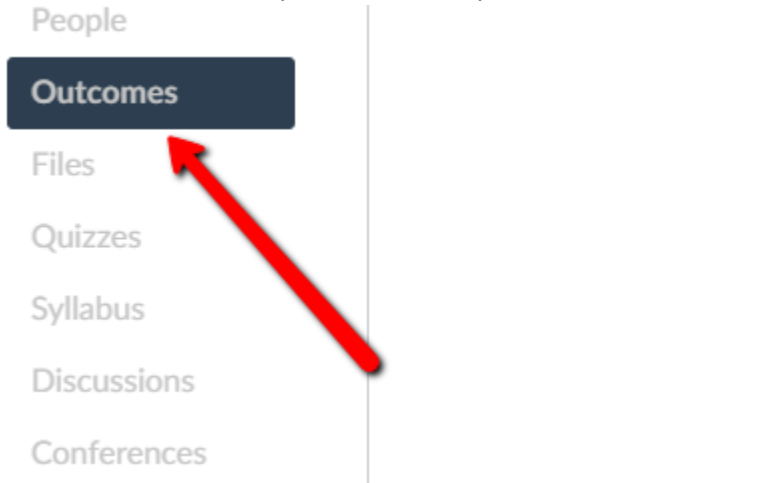


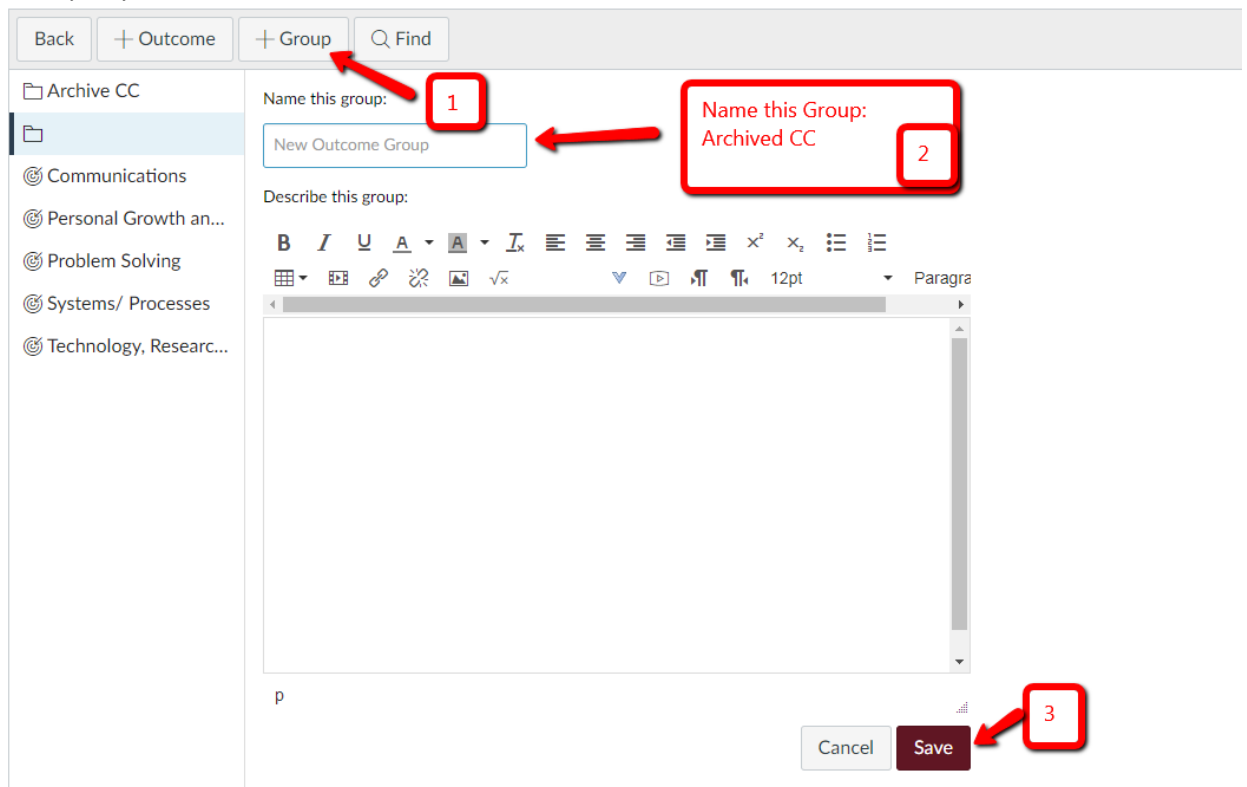
Adding the Core Competencies

Note: If this is a new course or you did not import your previous course shell then skip to step #4.

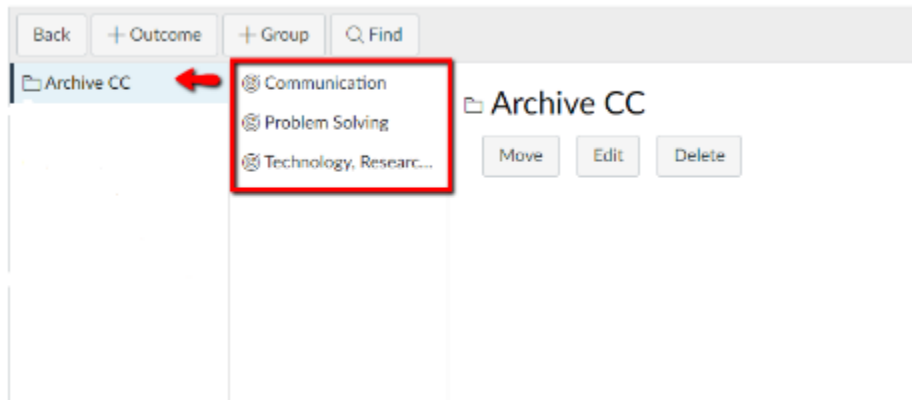
1. First check to see if you have the old core competencies (3-point scale) in your course. Click Outcomes to view competencies are in your course.



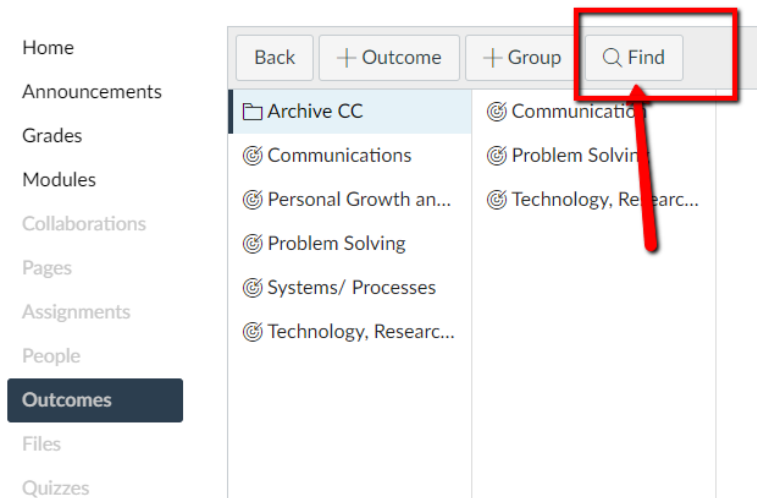
2. If old core competencies exist (with the 3-point scale) you will want to Archive these. Click on +Group in your outcomes area to create an Archive CC folder:



3. Hold your mouse button and drag the old core competencies into the Archive CC folder you just created.



4. Now it is time to locate and add the new 5-point core competencies to your course. Still within the Outcomes tab- click on Find:



5. Click on Core Competencies. Click on the Competency you want to add and click Import. You will repeat this step for each competency for that semester.

Find Outcomes

Archived CC

Core Competencies

Communications

Personal Growth and R...

Problem Solving

Systems/ Processes

Technology, Research, a...

Work Productively

Communications

Students will read, write, speak, listen and use nonverbal skills to clearly, concisely, and intelligently communicate with different audiences in a variety of social and professional setting.

Exceeds Mastery	Meets Mastery	Near Mastery	Well Below Mastery	Total Points
5 Points	3 Points	1 Points	0 Points	5 Points

Mastery: 3 Points

Calculation Method: Highest Score

Calculation Method: Highest Score

Example: Mastery score reflects the highest score of a graded assignment or quiz.

1- Item scores: 1, 4, 2, 3

2- Final score: 4

This outcome has been used to assess a student and cannot be edited or deleted

Cancel Import

Tagging an Artifact

6. The core competencies are now in your course. Now it is time to tag them to an artifact. Choose the artifact/ assignment that you would like to tag and Click +Rubric:

Test Assignment

Published Edit

example assignment

Points 10

Submitting on paper

Due	For	Available from	Until
-	Everyone	-	-

+ Rubric

Previous Next

7. Name the Rubric. Remove the automated 5 point “description of criterion” field and mark the checkbox “Hide score total for assessment results”

The screenshot shows the rubric creation interface for a rubric titled "Core Competency Communicatic". The interface includes a table with columns for "Criteria", "Ratings", and "Pts". The "Description of criterion" row is highlighted, and a red arrow points to an "X" icon in the "Pts" column, with a red box around it containing the text "Click the X to remove". Below the table, there are several checkboxes: "I'll write free-form comments when assessing students", "Use this rubric for assignment grading", and "Hide score total for assessment results", which is checked. A red arrow points to the checked checkbox. At the bottom, there are "Cancel" and "Create Rubric" buttons, and navigation buttons for "Previous" and "Next".

Criteria	Ratings		Pts	
Description of criterion view longer description	Full Marks 5 pts	No Marks 0 pts	5 pts	X

+ Criterion [Find Outcome](#)

I'll write free-form comments when assessing students

Use this rubric for assignment grading

Hide score total for assessment results

Cancel Create Rubric

◀ Previous Next ▶

8. Now find your Core Competency by clicking Find Outcome.

The screenshot shows the rubric creation interface for a rubric titled "Core Competency Communicatic". The interface includes a table with columns for "Criteria", "Ratings", and "Pts". The "Find Outcome" button is highlighted with a red box and a red arrow pointing to it. Below the table, there are several checkboxes: "I'll write free-form comments when assessing students", "Use this rubric for assignment grading", and "Hide score total for assessment results", which is checked. At the bottom, there are "Cancel" and "Create Rubric" buttons.

Criteria	Ratings	Pts
+ Criterion Find Outcome		

I'll write free-form comments when assessing students

Use this rubric for assignment grading

Hide score total for assessment results

Cancel Create Rubric

9. Now choose your core competency, uncheck the box, and click Import.

Find Outcomes ×

- Archive CC
- Communications
- Personal Growth and R...
- Problem Solving
- Systems/ Processes
- Technology, Research, a...

Communications

Students will read, write, speak, listen and use nonverbal skills to clearly, concisely, and intelligibly communicate with different audiences in a variety of social and professional setting.

Exceeds Mastery	Meets Mastery	Near Mastery	Well Below Mastery	Total Points
5 Points	3 Points	1 Points	0 Points	5 Points

Use this criterion for scoring
Calculation Method: Highest Score

Calculation Method: Highest Score
Example: Mastery score reflects the highest score of a graded assignment or quiz.
 1- Item scores: 1, 4, 2, 3
 2- Final score: 4

This outcome has been used to assess a student and cannot be edited or deleted

Cancel
Import

10. Repeat this step for each core competency. Note: Some artifacts may have multiple core competencies tagged. Now under Speedgrader you can click "View Rubric" to view the rubric for scoring:

Grading

Some Rubric (2)

Criteria	Ratings				Pts
Communications <small>view longer description threshold: 3.0 pts</small>	Exceeds Mastery 5.0 pts	Meets Mastery 3.0 pts	Near Mastery 1.0 pts	Well Below Mastery 0.0 pts	--
Total Points: 0 out of 0.0					

Save
Cancel

Assignment Comments