Assignments in Canvas

Session 2
Objectives

- Create an assignment
- Add a rubric
- Grade and provide feedback
- View assignments/feedback from a student’s perspective
- Explore Turnitin, the plagiarism checking tool
What Will I Need?

- Completed last week’s training
- Logged into Blackboard (optional)
- Logged into Canvas (sandbox preferable)
- A prompt from one of your assignments
- Rubric you use for one of your assessments
The Assignments Page
Assignments Page

- A bit of a misnomer
- All graded assessments appear on this page
  - Drop box submissions
  - Discussions
  - Quizzes
- Ability to bulk edit due dates for all assessments
Assignment Groups

- Create a new assignment group by clicking the “+ Group” button
- Used to organize course assessments into specific categories
- Necessary for creating a weighted grade book
To Do:

- Bulk edit the due dates on your assessments on the Assignments page
- Add one or more Groups to the Assignments page
- Add weights to your Groups
- Set up a Group so that it automatically drops an assessment
Creating Assignments
Two Ways to Create

1. Go to Assignments page ➔ click “+ Assignment”

2. Go to Modules page ➔ click “+” in one of your modules ➔ choose “[Create Assignment]”
• **Assignment Name** - Required

• **Description** - Not required, but a good place to add the prompt or anything else a student should know about the assignment
All assignment types need to have a number set in the Points category
- Can be set to zero (0) points if necessary
- Apply an Assignment Group category
How do you want the grade to display in the gradebook?

- %
- Complete/incomplete
- Points
- Letter grade (requires a grading scheme)
- GPA (requires a grading scheme)
- Not graded*

* Not graded removes the ability for the student to submit anything, and the assignment will not appear in the gradebook. Think of this option as a way for you to add a due date to the calendar, such as when a student needs to post more than once in a discussion board but is only graded on it once.
Option to choose “Do not count this assignment towards the final grade” if you want the assignment to have no bearing on the gradebook.
1. **Online submissions**
   - **Text Entry** – Students type in a response in the Canvas text editor
   - **Website URL** – Students submit a link
   - **Media Recordings** – Submit an audio/video response via upload or by using the Canvas media creator tools
   - **File uploads** – Most frequently used. You have the ability to restrict the document types students can upload (PDF, DOCX, PPTX, etc.)

2. **No submission**
   - Attendance, in-class discussions, etc.

3. **Paper submission**
   - Students submit a physical paper to you in class

4. **External Tool**
   - Third-party vendor tools, such as textbook publisher’s, FlipGrid, Word or Google Docs, etc.
Submission Attempts

1. Unlimited
2. Limited (you choose the limit)
Plagiarism Review

- Currently, Turnitin is our plagiarism checker
- More on that later in the workshop
**Group Assignment**

- Allows one person to submit for all participants in a group
- You can have grade applied to everyone in the group, or choose to grade individually
- Requires the creation of groups
  - [https://vimeo.com/74238647](https://vimeo.com/74238647)
Peer Reviews

- Requires students to review one or more of their peers’ work
- Can be set to anonymous

Assign To

- Allows you to assign to one or more groups of students, providing differentiated due dates if necessary
To Do: Create an Assignment!

- Give the assignment a point value greater than zero
- Choose Online Submission and check the “File Uploads” box
- Enable “Turnitin”
- Click “Save & Publish” when finished
Using Rubrics
How to Create

- Rubrics can be created in the Rubrics tool or when creating an Assignment.
- Generally speaking, rubrics need to be created directly in Canvas. There isn’t a great importing option.

Using Outcomes

- You can quickly create a rubric by adding outcomes (SLOs, for example) to it
- Outcomes need to first be added to the course via the “Outcomes” tool
- Performance of these outcomes can be used in conjunction with the Learning Mastery Gradebook
Create a Rubric

To Do: Add a Rubric!

- Click on the Rubrics page in the left-hand column
- Click the “+ Add Rubric” button
- Fill out at least one Criteria row
- Click “Create Rubric”
How to Add a Rubric to an Assignment

- Go to the Assignments page ➔ click on the assignment you want to add the rubric too ➔ Click “+ Rubric”
- You can build a custom rubric on this page, or click “🔍 Find a Rubric” to add a rubric you’ve already created
To Do: Add a Rubric!

- Go to the assignment you created via the Assignments page
- Click the “+ Rubric” button
- Click “Find a Rubric” to add the one you created earlier
Grading and Feedback
Create a Fake Submission

- First, we need to add a submission through our Test Student account
- This will allow us to practice the grading and feedback process before an actual student submits something
To Do: Submit an Assignment!

- Click “Student View” on the top right part of the homepage
- Navigate to the assignment you created as an instructor
- Click “Start Assignment”
- Click “Upload File” and then select a document to upload
- Click “Submit Assignment”
When an assignment is ready to be graded, it shows up in your “To Do” menu on your Dashboard and Course Homepage screens.
What is the SpeedGrader?

- SpeedGrader is the Canvas tool used to grade submitted assessments, including Assignments.
- Here, you can apply a grade and provide feedback.
- You can access an assignment’s SpeedGrader area on the assignment’s homepage, or through the Gradebook.
To Do: Grade a Submission!

- Hide grades so students can’t see them until you’re ready to release them
- Highlight a portion of the submission’s text and provide text feedback about what you highlighted
- Download a student submission (that include or don’t include your annotations)
- Use the rubric to give the student a grade
- Upload a document as feedback for a student
From the Student’s Perspective
Student View
Grade and Feedback Notification
Turnitin
Enable Turnitin
Quick View in Gradebook
More Detail via SpeedGrader