Adding Criteria to a Question

The Criteria that accompany each Assessment Question provide the means to evaluate the responses to those Questions. For example:

The Assessment requires students to write an essay of 500 words (minimum) or more using the narrative mode. The essay will show one aspect of your ethics or belief system. This essay includes:

- an introduction and a definition of a moral idea or notion or term, and a thesis statement (the introductory paragraph)
- a discussion of who or what influenced your ethical development, (first body paragraph)
- narrate an experience which exemplifies an ethical turning point or decision in your life, (second body paragraph)
- relate how the moral decision you faced affected you in the future, (third body paragraph)
- restate the important topics in the paper and provide closure. (concluding paragraph)

The criteria for this question might be:

Criteria 1 - Introduction (background/history/thesis statement)

3 = Well-developed introduction engages the reader and creates interest. Contains detailed background information. Thesis is clear and focused.

2 = Introduction creates interest. Thesis clearly states the position.

1 = Introduction adequately explains the background, but may lack detail. Thesis states the position.

0 = Background details are a random collection of information, unclear, or not related to the topic. Thesis is vague or unclear.

Criteria 2 - Main Points (Body paragraphs)

3 = Well developed main points explain the thesis. Supporting examples are concrete and detailed. The narrative is developed with a consistent and effective point-of-view, showing the story in detail.
2 = Three or more main points are related to the thesis, but one may lack details. The narrative shows events from the author's point of view using some details.

1 = Three or more main points are present. The narrative shows the events, but may lack details.

0 = Less than three main points, and/or poor development of ideas. The narrative is undeveloped, and tells rather than shows, the story.

Criteria 3 – Conclusion

Etc ....

In general, essay questions may require many criteria per question while shorter questions may only require one or two criteria.

To add criteria to a question, follow these steps:

0. Click on the chevron to the right of the Assessment and then click on Edit in the dropdown menu. The Edit screen will be displayed.
1. Click on the Assessment Canvas link.
2. Click the chevron to the right of the appropriate question and then click on Criteria in the dropdown menu. The Add/Edit Criteria screen will be displayed.
4. Click the [Create Criteria] button.

5. Enter criteria text in the Criteria Text Box.

6. Enter the number of points possible for this question in the Points Possible field.

7. Click the All or Nothing radio button or Partial Credit radio button to tell peer evaluators how to Assign Points.

8. Allow Feedback to User - Click the Yes radio button to allow peer evaluators to provide feedback on assessments, or click the No radio button to prohibit feedback.

9. Click the [Submit] button to save the criteria.

Repeat the steps in this section until all of the criteria have been added for the question.

Adding Word Count Criteria

It is also possible to evaluate the length of an answer by adding Word Count Criteria to a question.

For example you may specify that an answer should be around 200 words. The Word Count Criteria enables points to be awarded based on the length of an answer.
To add a Word Count Criteria:

1. Click on the chevron to the right of the Assessment and then click on Edit in the dropdown menu. The Edit screen will be displayed.
2. Click on the Assessment Canvas link.
3. Click the [Word Count Criteria] button.
4. Enter instructions to the peer reviewers in the Criteria text field.

5. Enter the number of posts possible in the Points Possible field.
6. Enter the question word count in the Recommended Word Count field.
7. Enter how many words that the submission can vary by and still receive the full point value in the Allowed Variation field.
8. Click the [Submit] button to save the criteria.