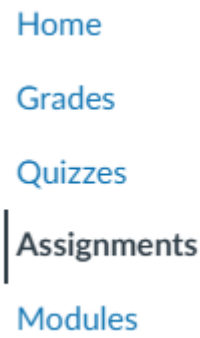
Canvas: Grading Assignments using a Rubric

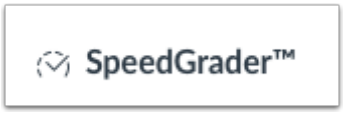
Samantha Starr - 2026-05-14 - OwlMed and Canvas

How to Grade Canvas Assignments using a Rubric

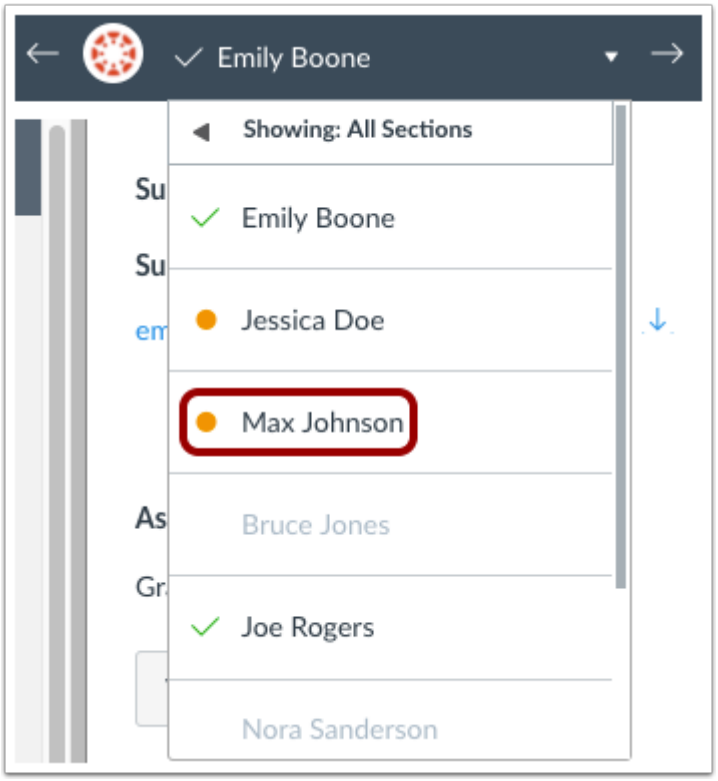
1. Log into Canvas.fau.edu (web version)
2. Select the course



3. Navigate to **Assignments**
4. Select the desired assignment
5. Open **Speedgrader**

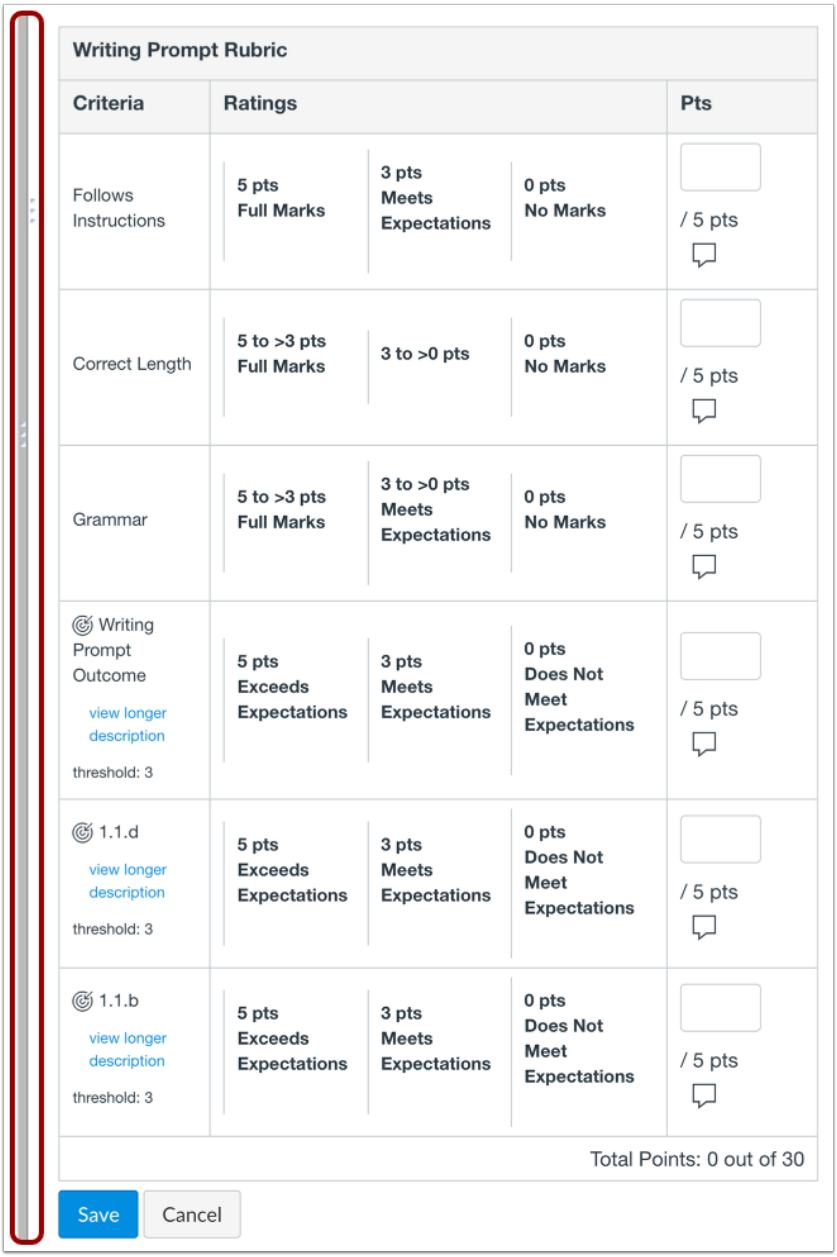


6. Locate student submissions by clicking the dropdown

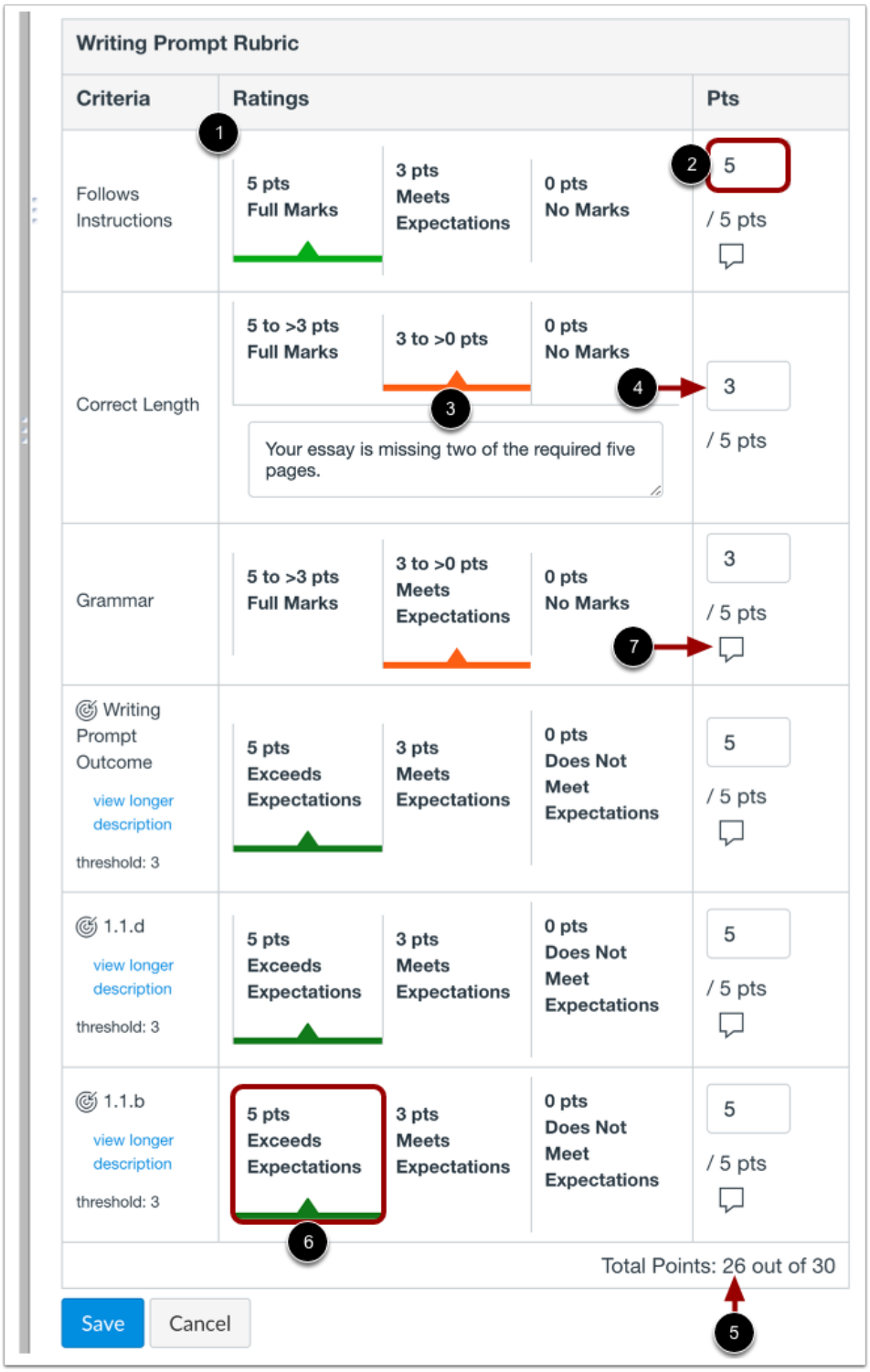


7. Once you have selected the student submission, click **View Rubric**

8. To resize the rubric window, click and drag the sizing column horizontally. You may need to scroll horizontally and vertically to view the entire rubric.



9. Complete the rubric by selecting point ratings

1. 

2. [1] **Rating** field

   [2] Criterion **Points** total

   [3] Selected Points

   [4] Type the value into the **Points** (pts) field. You can manually enter points above the criterion maximum point value. Each criterion value adds to the student's total points

   [5] Overall total points

   [6] To deselect a rating and revert the point value assigned, click the rating assigned .

[7] You can also add a comment for each rubric criterion by clicking the **Comment icon**

10. Click **Save** in the rubric once ratings are selected.