Instructions for Creating a Rubric

1. Choose an outcome for which you would like to create a rubric.

2. Determine which criteria are "non-negotiable". List these in a checklist. If you like, you can separate them by "process" and "product."

3. Determine and prioritize the criteria that will be evaluated for the outcome (search the Internet for rubrics that can be adapted).

4. Group any related criteria or determine if any criteria need to be broken down further into indicators.

5. Develop a continuum of levels of performance (with the highest level of performance descriptors farthest to the left).

6. Weight (optional): Determine the relative weight of criteria / indicators (usually 1-4).

7. Descriptors: Write a brief definition for the criteria you identify. Start by describing the best and worst levels of performance. Avoid using positive or negative comments.

8. Calculate the maximum possible score.

Rubric for Assessing Chocolate Chip Cookies

Student name: _____   Project title: _____

Course name and number: _____   Date: _____

Learning outcome: Students will be able to bake a delicious chocolate chip cookie.

The cookies must…
- ✓ measure between 2 and 4 inches in diameter
- ✓ have been baked within 2 hours of this competition

Level of Performance

Criteria	Indicator	Delicious (4)	Tasty (3)	Edible (2)	Inedible (1)	Score	Weight	Subtotal (Score x Weight)
Chocolate chips	Quality	Highest quality dark chocolate	Highest quality milk chocolate	Standard commercial milk	Standard commercial dark		X 2	
	Number	Chocolate chip in every bite	Chips in about 75% of bites	Chocolate in 50% of bites	Too few or too many chips		X 2	
Texture		Chewy	Chewy in middle, crisp on edges	Texture either crispy / crunchy or 50% uncooked	Texture resembles a dog biscuit		X 2	
Color		Golden brown	Either light from overcooking or light from being 25% raw	Either dark brown from overcooking or light from undercooking	Burned		X 1	
Taste		Home-baked taste	Quality store-bought taste	Tasteless	Store-bought flavor; stale, hard, chalky; preservative after taste		X 2	
Richness		Rich, creamy, high-fat flavor	Medium fat contents	Low-fat contents	Nonfat contents		X 1	
						Total Score		

Comments:

Level of Performance	Grade Scale	
Exemplary: Delicious	A+	90 - 100%
	A	85 - 89%
	A-	80 - 84%
Proficient: Tasty	B+	76 - 79%
	B	72 - 75%
	B-	68 - 71%
Developing: Edible	C+	64 - 67%
	C	60 - 63%
	C-	56 - 59%
Beginning: Inedible	D	50 - 55%
	F	0 - 49%

Percent (divide total score from above by maximum possible score)

___ / ___ X 100 = ___ %

Check one:
- ☐ Self assessment
- ☐ Peer assessment by _____
- ✓ Instructor assessment by AMK

Adapted from *The Assessment Primer: Creating a Flow of Learning Evidence*