

USING CANVAS FOR ASSESSMENT

Quick Guide for OP

Underlined items are linked on the Core Assessment for Instructors website. **Bold** items indicate that a short document with detailed step-by-step instructions and screenshots is available on the website. *Italicized* text contains instructions specific to this core category.

If videos of speeches are required from your class/experience, you will be notified before the semester, and all logistical concerns will be dealt with well ahead of time.

NOT USING CANVAS AT ALL

- Review the learning goals for your Core Category.
- Choose presentation assignment to evaluate student learning toward those goals.
- Complete rubrics.
- Send rubric scores to Assessment Office (follow web instructions for **formatting spreadsheet**).

USING CANVAS FOR MOST PEOPLE

- Review the learning goals for your Core Category.
- Choose presentation assignment to evaluate student learning toward those goals.
- **Create the Assignment in Canvas.**
Set the Submission Type to “On Paper” instead of “Online.” Do NOT use “No Submission”
- **Link the appropriate Rubric to your Assignment.**
The rubric is called “CORE Oral Presentation” and can be found in the John Carroll University account
- **Have students submit their work in Canvas.**
- **Complete rubrics in Canvas**

USING CANVAS FOR THOSE SPLITTING RUBRICS OR USING THEIR OWN RUBRICS FOR GRADING

- Review the learning goals for your Core Category.
- Choose assignment(s) to evaluate student learning toward those goals.
- **Create the Assignment in Canvas.**
Set the Submission Type to “On Paper” instead of “Online.” Do NOT use “No Submission”
- **Import Outcomes into your course.**
Inside the Integrative Curriculum folder, select the Requirements in the Major folder. You need all three Outcomes from the Oral Presentation Requirement folder.
- **Create a Rubric for each Assignment.**
- **Have students submit their work in Canvas.**
- **Complete rubrics in Canvas**