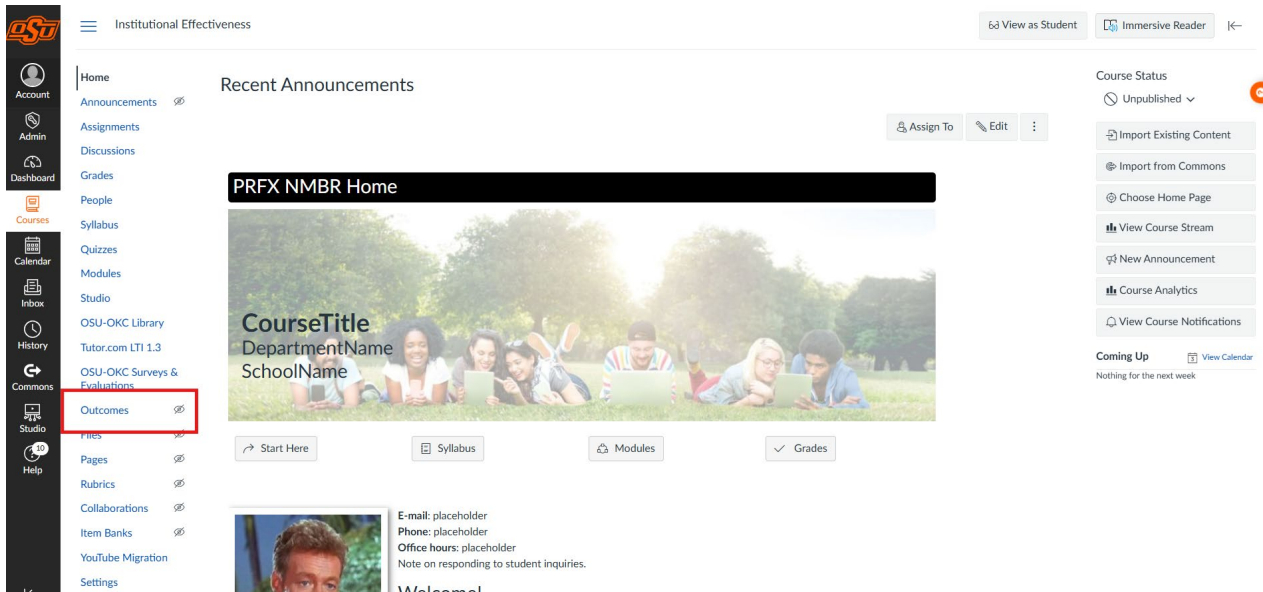


Attaching General Education Outcome Performance Indicators to Graded Assignments

Please note: The use of Canvas Quizzes is not encouraged for assessment of General Education Outcomes. Assignments with existing graded rubrics are preferred.

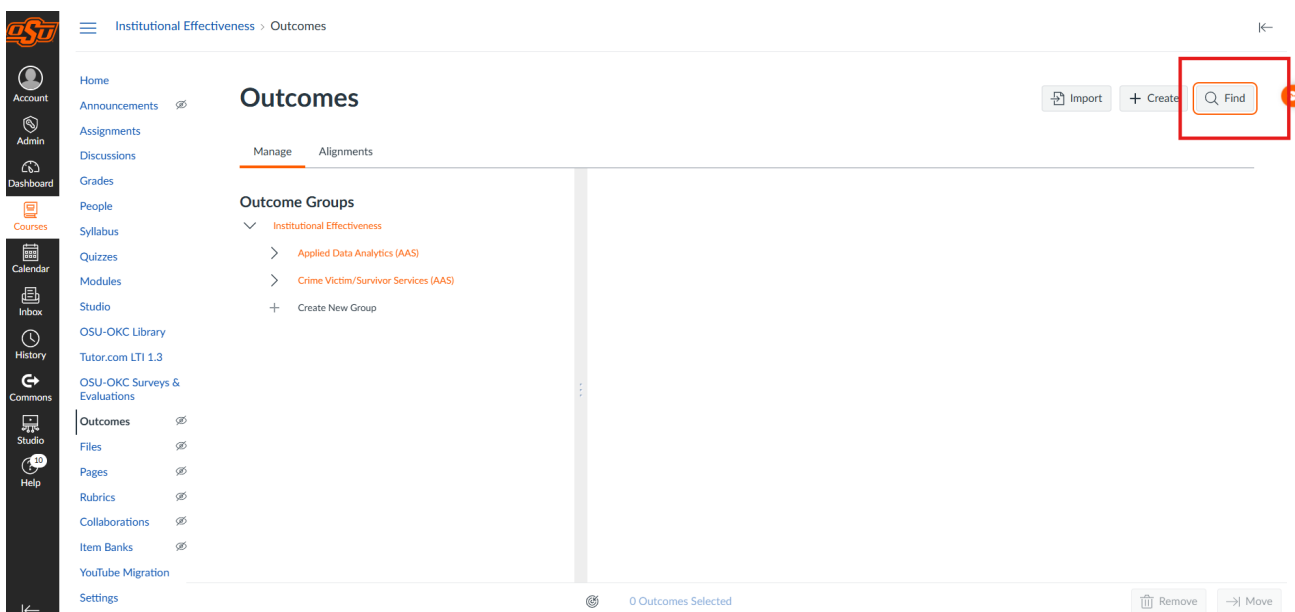
Step 1

Open an existing course and select the Outcomes button on the left-hand navigation.



Step 2

Click the Find button on the top right of the page.

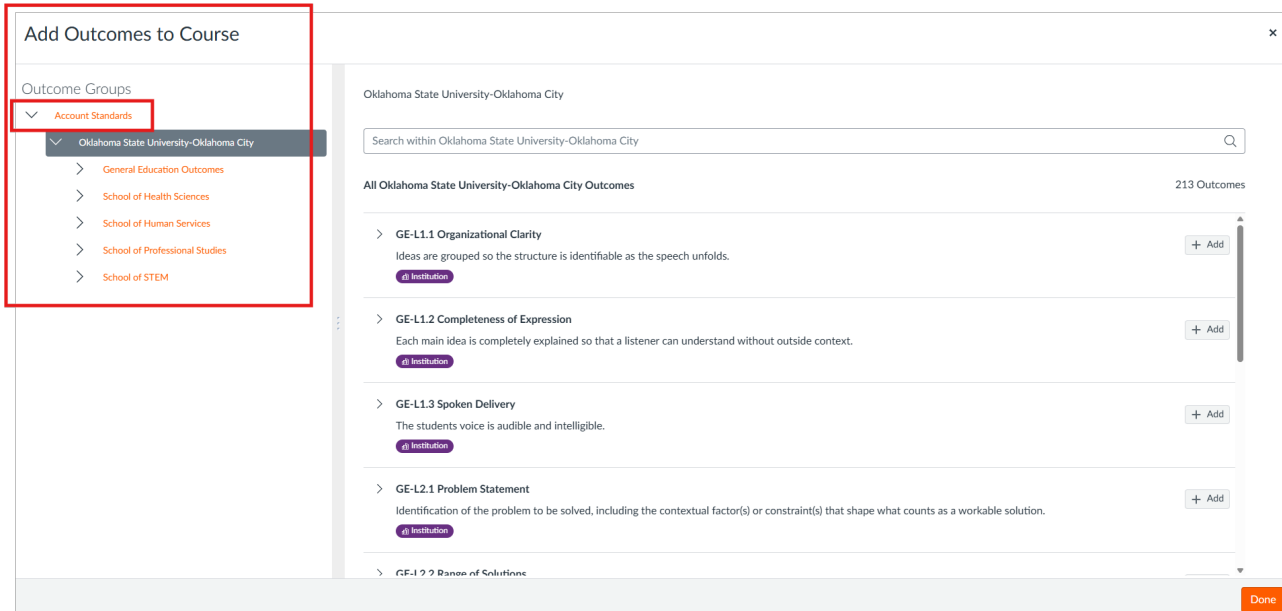


Step 3

On the left-hand column titled **Outcome Groups**, click the arrow next to the term **Account Standards**.

Next, click the down arrow next to **Oklahoma State University-Oklahoma City**

Here you will see the **General Education Outcomes** group.

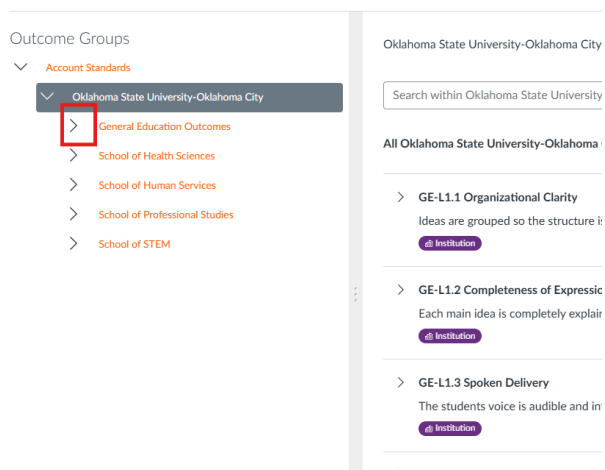


Step 4

Note: Every General Education course has been assigned to assess one general education outcome. If you are uncertain of which outcome your course has been assigned, please contact osu-okc-ira@okstate.edu

Click the arrow next to General Education Outcomes to see all the criteria groups.

Add Outcomes to Course



Step 5

Select the correct Gen Ed Outcome for your course by clicking the arrow next to it.

Add Outcomes to Course

Outcome Groups

- Account Standards
 - Oklahoma State University-Oklahoma City
 - General Education Outcomes
 - GE1 Oral Communication
 - GE2 Problem Solving
 - GE3 Quantitative Literacy
 - GE4 Technology Proficiency
 - GE5 Written Communication
 - GE6 Information Literacy
 - GE7 Sociocultural Awareness
 - School of Health Sciences
 - School of Human Services
 - School of Professional Studies
 - School of STEM

General Education Outcomes

Search with

All General Education Outcomes

- GE-L1. Ideas a
- GE-L1. Each m
- GE-L1. The st
- GE-L2.

Step 6

This will allow you to see the three criteria you need to add to your course.

Click the **+Add** button beside all three criteria and then click **Done** at the bottom right of the page.

GE2 Problem Solving

Search within GE2 Problem Solving

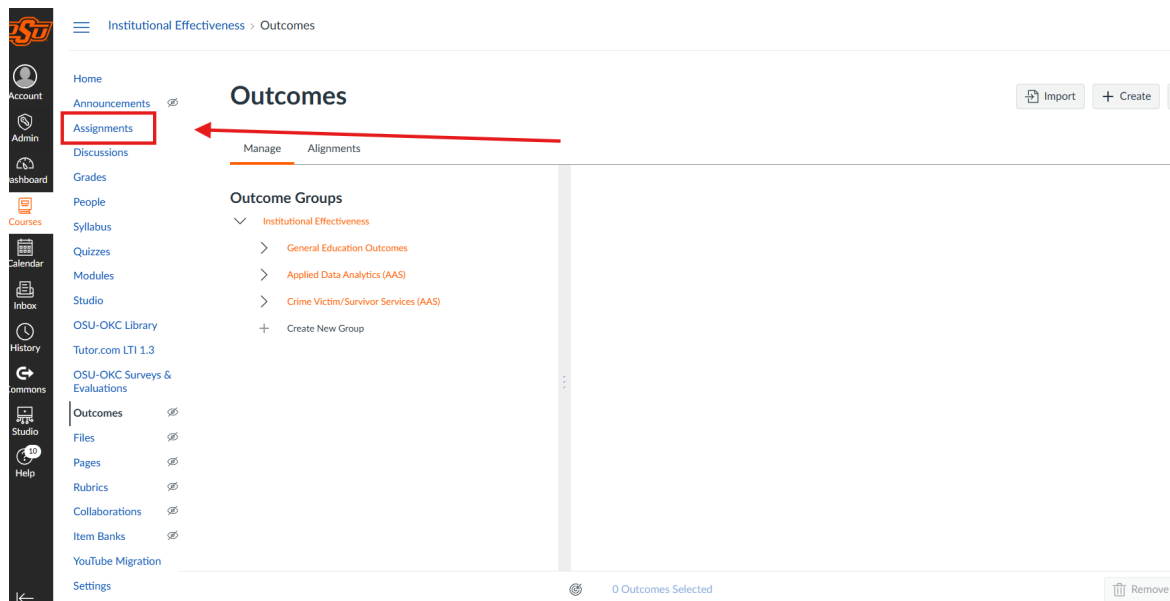
All GE2 Problem Solving Outcomes 3 Outcomes Add All Outcomes

- GE-L2.1 Problem Statement
Identification of the problem to be solved, including the contextual factor(s) or constraint(s) that shape what counts as a workable solution.
+ Add
- GE-L2.2 Range of Solutions
Generation of multiple candidate solutions that are topically relevant to the stated problem.
+ Add
- GE-L2.3 Fit to the Problem
Assessment of whether an identified solution is workable given the problem's stated constraints.
+ Add

Done

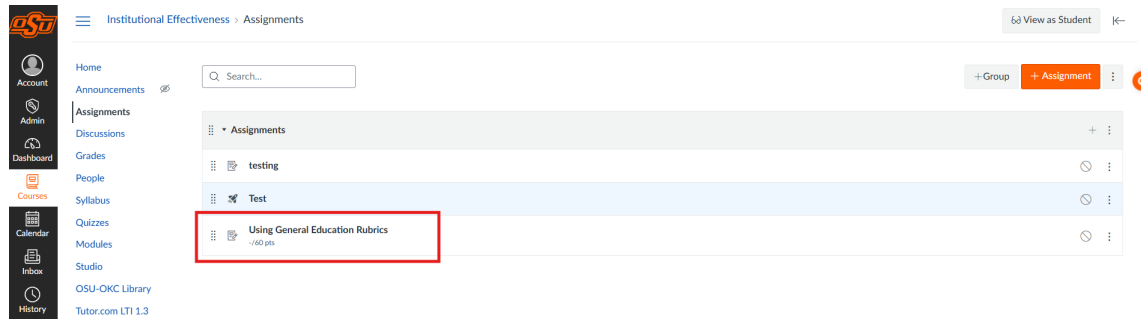
Step 7

From the Outcomes page, click the Assignments button on the left-hand navigation.



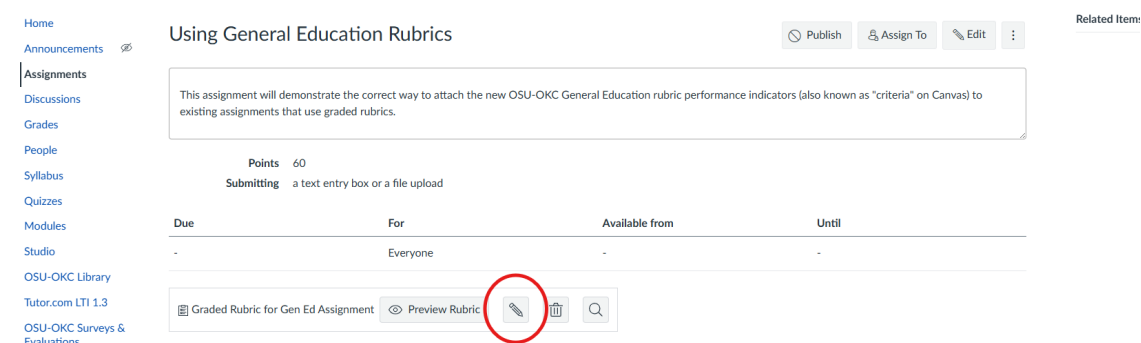
Step 8

Select the assignment you want to use for assessment, and that already contains a graded rubric.



Step 9

At the bottom of the assignment details, you will see your existing graded rubric. Click the **Pencil button** to edit your rubric.



Step 10

Scroll to the bottom of your rubric and click the **Create From Outcome** button on the left side. This will allow you to add the general education criteria to your existing rubric.

Rubric Name * Graded Rubric for Gen Ed Assignment

Type Scale

Rating Display Level

Rating Order High < Low

Scoring Scored

☐ Don't post to Learning Mastery Gradebook ☒ Use this rubric for assignment grading

Criteria Builder

60 Points Possible

1. **Assignment Comprehension**
Demonstrates understanding of the assignment objectives and requirements.

Rating Scale: 4

3	Exceptional	Synthesizes assignment details to create a comprehensive and insightful response.	20 pts
2	Proficient	Analyzes assignment specifications to deliver a well-structured and appropriate response.	13.33 pts
1	Developing	Summarizes key assignment details and applies them to the response.	6.67 pts
0	Insufficient	Identifies some assignment requirements but does not yet fully integrate them.	0 pts

2. **Content Depth**
Explores the topic with substantial and relevant details.

Rating Scale: 4

3	Exceptional	Evaluates the topic from multiple perspectives, synthesizing insightful and intricate details.	20 pts
2	Proficient	Examines the topic thoroughly, incorporating well-chosen and informative details.	13.33 pts
1	Developing	Explains the topic with some relevant details, demonstrating a growing understanding.	6.67 pts
0	Insufficient	Identifies basic information about the topic but does not yet provide sufficient details.	0 pts

3. **Critical Thinking**
Applies critical analysis and problem-solving skills.

Rating Scale: 4

3	Exceptional	Constructs an innovative and well-justified solution, demonstrating advanced critical thinking.	20 pts
2	Proficient	Organizes a logical and informed analysis, differentiating key issues and considerations.	13.33 pts
1	Developing	Explains the problem and attempted solutions, showing a growing ability to think critically.	6.67 pts
0	Insufficient	Recalls basic information about the problem but does not yet demonstrate critical analysis.	0 pts

4.

Step 11

A box will open called **Find Outcome**. Select the folder on the left called **General Education Outcomes**. This will allow you to see the three criteria you need to add to your rubric.

Find Outcome

General Education Out...

Applied Data Analytics [...]

Crime Victim/Survivor S...

GE-L2.1 Problem State...

GE-L2.2 Range of Soluti...

GE-L2.3 Fit to the Probl...

General Education Outcomes

Step 12

Select the first criteria and information about it will appear on the right side of the box.

VERY IMPORTANT: *Unselect* the “Use this criterion for scoring” box immediately.

Click **Import**.

Repeat this step three times, to ensure all three criteria have been added to your rubric.

The screenshot shows a 'Find Outcome' dialog box with a sidebar on the left containing a tree view of outcome categories: 'General Education Out...', 'Applied Data Analytics (...)', and 'Crime Victim/Survivor S...'. The main area displays the details for 'GE-L2.1 Problem Statement', including a description, a table of scoring criteria, and a section for calculation methods. A yellow box highlights the selected outcome in the sidebar. A red box highlights the 'Use this criterion for scoring' checkbox, which is currently unchecked. Another red box highlights the 'Import' button at the bottom right.

Meets: States the problem and identifies at least one relevant contextual factor or constraint that shapes what counts as a workable solution.	Meets with Concerns: States the problem but does not identify a relevant contextual factor or constraint that shapes what counts as a workable solution.	Does Not Meet: Does not state the problem or states a problem that is unrelated to the task.	Points
3 Points	2 Points	1 Points	

☐ Use this criterion for scoring

Calculation Method: Average

Example: Central value in a set of results. Calculated by dividing the sum of item scores by the number of scores.

Warning: Average is not a good fit for most outcomes-based or mastery-based outcomes.

Cancel Import

Step 13

You should now be able to see all three criteria for your General Education Outcome attached to the bottom of your graded rubric.

Please note: If you see a blue indicator noting the number of points awarded, you have forgotten to deselect “Use this criterion for scoring”. You will need to delete the criteria and readd it and make sure you deselect that option. **General Education Assessment Outcome Criteria are NOT graded with the rest of the assignment.**

Once you have verified that the criterion have been correctly added, click **Save Rubric** at the bottom right of the page.

Edit Rubric

0

Insufficient

Identifies basic information about the topic but does not yet provide sufficient details.

0 pts

3. Critical Thinking

Applies critical analysis and problem-solving skills.

20 pts

Rating Scale: 4

3

Exceptional

Constructs an innovative and well-justified solution, demonstrating advanced critical thinking.

20 pts

2

Proficient

Organizes a logical and informed analysis, differentiating key issues and considerations.

13.33 pts

1

Developing

Explains the problem and attempted solutions, showing a growing ability to think critically.

6.67 pts

0

Insufficient

Recalls basic information about the problem but does not yet demonstrate critical analysis.

0 pts

4. GE-L2.1 Problem Sta...

GE-L2.1

Identification of the problem to be solved, including the contextual factor(s) or constraint(s) that shape what counts as a workable solution.

Threshold: 3 pts

Rating Scale: 3

5. GE-L2.2 Range of Sol...

GE-L2.2

Generation of multiple candidate solutions that are topically relevant to the stated problem.

Threshold: 3 pts

Rating Scale: 3

6. GE-L2.3 Fit to the Pr...

GE-L2.3

Assessment of whether an identified solution is workable given the problem's stated constraints.

Threshold: 3 pts

Rating Scale: 3

Cancel

Save Rubric

Preview Rubric

Step 14

Navigate to your course **Settings**, listed in the left-hand menu column.

Account

Admin

Dashboard

Courses

Calendar

Inbox

History

Commons

Studio

Help

Home

Announcements

Assignments

Discussions

Grades

People

Syllabus

Quizzes

Modules

Studio

OSU-OKC Library

Tutor.com LTI 1.3

OSU-OKC Surveys & Evaluations

Outcomes

Files

Pages

Rubrics

Collaborations

Item Banks

YouTube Migration

Settings

Institutional Effectiveness > Assignments > Using General Education Rubrics

63 View

Using General Education Rubrics

Publish

Assign To

Edit

This assignment will demonstrate the correct way to attach the new OSU-OKC General Education rubric performance indicators (also known as "criteria" on Canvas) to existing assignments that use graded rubrics.

Points60

Submittinga text entry box or a file upload

Due

For

Available from

Until

-

Everyone

-

-

Graded Rubric for Gen Ed Assignment

Preview Rubric

OSU-OKC Office of Institutional Research & Analytics

Step 15

Click on the Feature Options tab at the top of the page.

OSU Institutional Effectiveness > Settings

Home Announcements Assignments Discussions Grades People Syllabus Quizzes Modules Studio OSU-OKC Library Tutor.com LTI 1.3 OSU-OKC Surveys & Evaluations

Course Details Sections Navigation Apps **Feature Options** Integrations

All Search by name or id Clear

Course

Feature	Status	State
> Anonymous Instructor Annotations		⊗
> Course and User Analytics		✓
> Disable Classic Quiz Creation		⊗
> Document Processor		⊗
> Enhanced Rubrics		✓

Step 16

Scroll down until you see the **Learning Mastery Gradebook**. Click the arrow next to the name to see the description.

Learning Mastery Gradebook provides a way for teachers to quickly view student and course progress on course learning outcomes. Outcomes are presented in a Gradebook-like format and student progress is displayed both as a numerical score and as mastered/near mastery/remedial.

Click the **circled X** on the right and then select **Enabled** to turn this tool on.

OSU Institutional Effectiveness > Settings

Home Announcements Assignments Discussions Grades People Syllabus Quizzes Modules Studio OSU-OKC Library Tutor.com LTI 1.3 OSU-OKC Surveys & Evaluations Outcomes

> Anonymous Instructor Annotations

> Course and User Analytics

> Disable Classic Quiz Creation

> Document Processor

> Enhanced Rubrics

> IgniteAI Summaries for Discussions

✓ Learning Mastery Gradebook

Learning Mastery Gradebook provides a way for teachers to quickly view student and course progress on course learning outcomes. Outcomes are presented in a Gradebook-like format and student progress is displayed both as a numerical score and as mastered/near mastery/remedial.

> Moderated Grading

> New Quizzes Canvas Native Integration

⊗ Enabled

✓ Disabled

Step 17

Open your gradebook by clicking on the **Grades** navigation on the left-hand side of the page.

Once it is open, click the down arrow next to the **Gradebook** button. You should now see the **Learning Mastery Gradebook** as an option, allowing you to double check that your outcome criteria has been properly connected to your assignment once grading begins.



Account

Admin

Dashboard

Courses

Calendar

Inbox

History

Commons

Gradebook ▾

Change Gradebook view

✓ Traditional Gradebook

Learning Mastery Gradebook

Individual Gradebook

Gradebook History

Assignment Names

🔍 Search Assignmer

testing UNPUBLI...	Test UNPUBLI...	Using General Education R UNPUBLISHED	Assignments	Total