**BGSU** | Office of **Academic Assessment**
BOWLING GREEN STATE UNIVERSITY

**Submitting BGP Assessment Data**

Once you have your BGP learning outcomes, assignment/quiz, and rubric imported/created the next step is to select the appropriate ratings on the rubric. To submit BGP learning outcomes data, follow the steps below.

The first step is to click on SpeedGrader. Below is a screen shot with SpeedGrader circled in red. Please note that the assignment needs to be published in order to access SpeedGrader.

Once you are in SpeedGrader you will need to click on "View Rubric". Below is a screen shot with View Rubric circled in red.
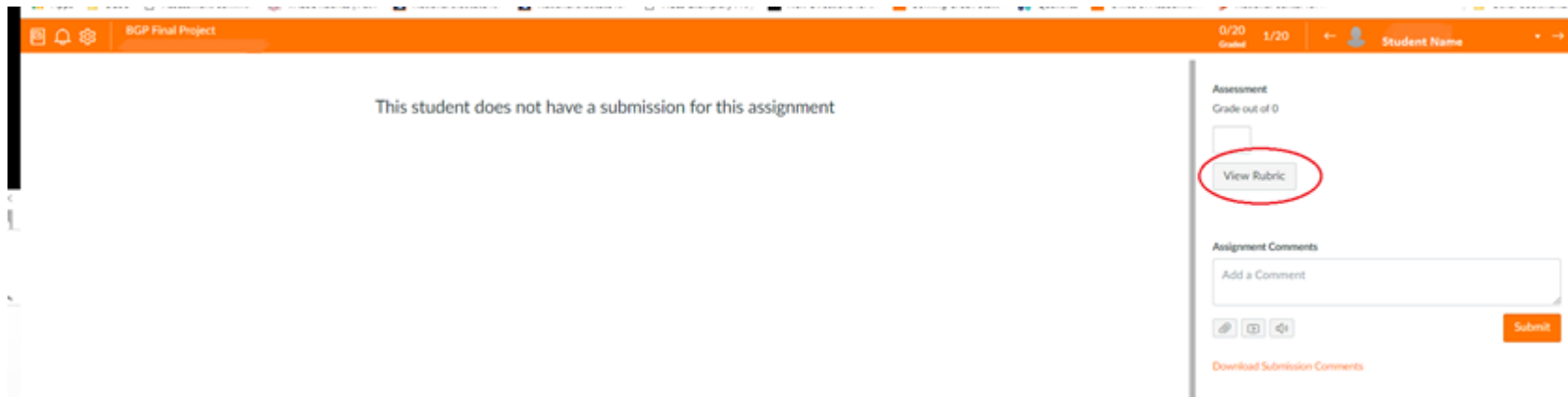


After you click on "View Rubric", you will then want to click on the corresponding ratings for each of the BGP learning outcomes ("Exceeds Expectations", "Meets Expectations", "Does Not Meet Expectations"). Once you click on the criteria they will turn green. Next click on "Save" and then click on the arrow to move to the subsequent student. On the following page is a screen shot with these steps numbered and circled in red. Please note if a student did not complete the BGP assessment, then leave the ratings blank and move to the next student.

**BGP Final Project**

0/20 Graded | 1/20 | ← 👤 **Student Name** ▾ →

Grading

**Step 3 -** Click on the arrow, so you can move to the next student.

BGP Rubric  **Step 1 -** Click on the corresponding ratings.

| Criteria | Ratings | | | Pts |
|---|---|---|---|---|
| ◎ SB1<br>view longer description<br>threshold: 1 | 2 pts<br>Exceeds Expectations | 1 pts<br>Meets Expectations | 0 pts<br>Does Not Meet Expectations | 💬 |
| ◎ SB2<br>view longer description<br>threshold: 1 | 2 pts<br>Exceeds Expectations | 1 pts<br>Meets Expectations | 0 pts<br>Does Not Meet Expectations | 💬 |
| ◎ SB3<br>view longer description<br>threshold: 1 | 2 pts<br>Exceeds Expectations | 1 pts<br>Meets Expectations | 0 pts<br>Does Not Meet Expectations | 💬 |
| ◎ SB4<br>view longer description<br>threshold: 1 | 2 pts<br>Exceeds Expectations | 1 pts<br>Meets Expectations | 0 pts<br>Does Not Meet Expectations | 💬 |
| ◎ SB5<br>view longer description<br>threshold: 1 | 2 pts<br>Exceeds Expectations | 1 pts<br>Meets Expectations | 0 pts<br>Does Not Meet Expectations | 💬 |

**Step 2 -** Click on "Save" after you have selected all of the corresponding ratings for the BGP learning outcomes.    Total Points: 0 out of 0

**Save**   Cancel