1. Click on **Assessments** in the course-navigation links at the top of the screen, then **Rubrics**.
   **Result:** The **Rubrics** screen displays.

2. Click on the action arrow next to the rubric name.
   **Result:** The drop down menu displays various rubric options.

3. Click on **View Statistics** from the drop down menu.
   **Result:** The Rubric Statistics page displays with the competency and ePortfolio activities.

4. The first tab, Competency Activities, displays general statistics for the items linked to this specific rubric.

5. Click on the bar chart symbol, , located on the far right, to view more detailed statistics for the specific activity.
   **Result:** Three levels of statistics become available for this specific rubric and this specific assignment.
6. The first tab, Overall, displays statistics by percentage achieved at each level.

7. The second tab, Criteria Statistics, displays the individual criterion’s statistics for this specific assignment.

8. The third tab, Individual Statistics, displays the individual’s level achieved, score, the assessor (instructor), and date evaluated.