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## Pro Tip #5: Managing your own workload: grading

### Advice from your colleagues and some experts

Shifting from face-to-face to virtual classrooms has increased faculty workloads. So, how can you promote student engagement, limit academic dishonesty, foster equity, and not burn out?

Do what you **need** to do, but not what you don't

- Give less feedback, or only give feedback in virtual office hours.
- Use rubrics: Save time by keeping rubrics short, simple, and focused on the most important grading criteria
- Give students full credit for completing the assignments that don't require feedback. This is particularly useful if you've divided a large project into many smaller assignments.
- Give feedback only to those students who have looked at your feedback on earlier assignments. Turnitin shows you this.
- Be transparent about the choices you are making, and explain why you are making them. If you do limit your feedback on student work, consider offering virtual office hours to provide feedback for those students who want it.