Integration
Instructor Scoring in LAT
(Blackboard)
Navigate to course where the work will be scored.
Click the **Content** link in the left Navigation Bar.

Click the **Taskstream LAT** link in the course content area.
The instructor is navigated to their LAT Homepage. The LAT homepage will contain a list of DRF programs into which the instructor has been enrolled. At the top of the homepage are two notification buttons – **Evaluation Required** and **Awaiting Release**.

To begin scoring work, click into the appropriate DRF or click the **Evaluation Required** button.
Verify that DRF to which work has been submitted is checked. Click **Continue**.

On the Evaluation Grid screen, scroll to the appropriate student to evaluate. Click the **Evaluate** button.
Click the **Score Work** button to begin scoring the student’s work. At this point, the work submitted could be returned to the student or the evaluation could be canceled. A canceled evaluation could be completed later.

Once the **Score Work** button has been selected, two windows will appear side by side. The left window contains student work that was submitted. The right window contains the rubric that will be used to score student.
Using the rubric, scores and comments for each criterion will be entered.

Once scoring has been completed, an overall score will be generated. Overall comments could also be provided.
In the **Next Steps** area, set the evaluation to **Record as final and release evaluation to author now**. Insert grade to be sent to Blackboard gradebook. If the **Overall Comments** will included in the grade return to Blackboard, choose **with** from the drop down list.
Click **Submit Evaluation Now**

At this point, evaluation could continue within LAT or the instructor could navigate to another area within Blackboard.