Assessment Guide Checklist

Assessment Design
1 Define curriculum content in relation to what you want your students to learn and any existing learning outcomes (e.g. programme/module LOs).

2 Specify learning outcomes (generic and specific) around your defined curriculum content covering what a learner is expected to know and do to demonstrate learning.

3 Review alternative forms of assessment as appropriate for the LOs.

4 Select an assessment method and weighting as appropriate to demonstrate the learning outcomes and credit level/weighting.

5 Use the assessment learning outcomes to design assessment criteria and feedback format.

6 Incorporate ways to engage students in the ‘feedback dialogue’.

Trouble shooting assessment
7 Check that all the LOs are assessed adequately, not excessively.

8 Check that skills and knowledge are developed appropriately for the level of study.

9 Check that assessment and feedback timing leaves space for students to reflect on and use feedback.

Finally...
10 Review assessment consistency across modules and programmes i.e. appropriate development of skills and knowledge; consistent assessment weightings and workload.