

## Online Assessment Worksheet

Methods and techniques for applying  
best practices to your online class.

### Methods/Techniques

#### Planning for assessment

- Use clear grading policies and explicit criteria
- Use rubrics that really tell students what is expected of them
- Require participation
- Match assessment practices to course objectives

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#### Summative Assessment

- Use a variety of assessment methods
- Use assignments that ask students to use a variety of learning strategies
- Encourage self-assessment
  - Help students learn how to make self-assessment useful
- Take advantage of peer-grading
- Assess students multiple times throughout the semester

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#### Formative Assessment/Feedback

- Give continual feedback
- Give timely feedback
- Get to know students thinking and writing skills
- Get to know students knowledge of the content
- Guide student effort with specific advice on how to improve
- Give students opportunities to act on your feedback
- Adjust teaching methods or course content based on class needs

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