Checklist: Planning your assessment strategy

**Objective:** For course teams in the first stage of course production to help them explore how to frame their assessment.

**Preparatory work:** Course manager ascertains current faculty policies, assessment strategies in other courses in the programme and any requirements from external stakeholders.

**Resources needed:** Summary of the Assessment audit paper by Harkes and Shakespeare (available in PLT Assessing practice based learning.) Instructions as below.

Give out summary of the assessment audit as a stimulus. The course team members can then be divided into three groups each to lead on a different topic below and report back at the plenary. If time allows the group should move onto the next topic so there are at least two reporting groups for each topic.

### Topic 1 Deciding the overall strategy

**Variables:** Exam - Number of TMAs - Use of iCMAs - Number skills - Computer skills - Positioning, Use of learning outcomes

**Considerations:** Size of your course, number of discrete course units, external stakeholders, student expectations (experiences on previous courses), relationship to faculty policies, overall programme strategies.

### Topic 2 Deciding the nature of the assignments

**Variables:** Length - Nature (essay, report, presentation etc) - number of parts - substitution

**Considerations:** mapping onto occupational standards, guidelines and policies, nature of assignments on other programme courses.

### Topic 3 Individual assignments

**Variables:** Use of process words, Positioning of learning outcomes, Addressing practice,

**Considerations:** Are there alternatives to discuss? Progression between levels (e.g. third level Critically discuss or analyse)