

Designing Summative Assessments

1. Review scoring criteria (5 min)

- Examine the scoring criteria assembled for this summative assessment, noting the different skill sets and knowledge that will be assessed.

2. Brainstorm tasks, products (20 min)

- 10 min – Write down as many ideas as possible about how student might demonstrate the knowledge and skills described by the collected performance indicators. Consider these questions:
 - How can you give students the opportunity to apply their skills and knowledge to new texts, materials, or challenges that they have not discussed in class?
 - Can you design a task that lets students demonstrate many performance indicators in an integrated way?
 - How can you give students the opportunity to apply their skills and knowledge in ways that will feel authentic to them – in a way that is connected to their own lives, their school, their community, or the world?
- 10 min – Share ideas without discussion or judgment. Post the ideas or scribe them on chart paper.

3. Sort tasks, products (10 min)

- Group tasks and products that are similar or related (ie: creating a keynote slideshow / creating a Google presentation).
- Discuss if any of the brainstormed tasks/products excludes one or more of the scoring criteria.

4. Draft assessment directions (20-30 min)

- Draft language to share with students—this may take the form of a prompt, a problem to solve or issue to address, a text to respond to, etc.

5. Tune work with Summative Assessment Design Chart (10 min)

- Identify strengths
- Identify areas for improvement