

## Tip Sheet 10: Gathering Assessment Evidence Through Guides to Student Success

### Challenges and Opportunities of Gathering Assessment Evidence Online

Just as in face-to-face classrooms, observations and conversations are an essential element of effective assessment to both guide student learning and to arrive at a valid and reliable grade when evaluating their learning. In fact, online learning may help ensure greater equity in this regard, as shy or quiet students are often not overwhelmed by more vocal students in online learning environments. At the same time, extracting useful evidence of learning from lengthy threaded discussions can be onerous and time consuming for teachers.

Guides to Student Success are structures that can help to ensure timely and manageable feedback as well as gathering useful evidence through observation and conversation.

### Guides to Student Success


**What is it?** A Guide to Student Success is an assessment tool designed primarily to support student learning over time. Its design provides the clarity and guidance required for student success. Rather than describing various levels of performance, a Guide to Student Success sets out what is required to complete the task or performance (1<sup>st</sup> column) as well as indicators of excellence (2<sup>nd</sup> column). Students are invited to reflect on their draft work by considering what they feel confident about, what they feel needs further revision, and areas they would like to extend their work (3<sup>rd</sup> column). Finally, teachers respond to student's reflections by confirming what they have done well and offering helpful and targeted suggestion for revision, addition, or areas for further investigation or practice.

**How is this particularly useful in online learning?** Guides to Student Success are particularly powerful supports in online learning environments. They provide a clear and concise outline of what needs to be done to complete a task and clear guidance for students to engage in reflective learning with helpful and personalized support from teachers. By posting a Guide to Student Success with each rich assessment, students can self-monitor their learning as they complete the task by ensuring that all the requirements are met and that they consider how successfully they have been met. This allows students to communicate with their teacher about how well they are managing their learning, the quality of their responses, what they are feeling comfortable with, and where additional support is needed.

**Sample Guide to Student Success:****Guide to Success: Guide to Healthy Living**

<b>Task Requirements Checklist</b> <i>(What do I need to do?)</i>	<b>Assessment Criteria (excellence)</b> <i>What do I need to do to do it well?</i>	<b>Self-Reflection</b> <i>What's going well? What's my next best step?</i>	<b>Teacher Guidance</b> <i>What's going well? What revisions might be considered?</i>
<input type="checkbox"/> Cover with title and at least one visual <input type="checkbox"/> Summary of what is important for the individual to be healthy that addresses: Diet, happiness, and being active <input type="checkbox"/> At least three recommendations for what should be included in the diet or avoided <input type="checkbox"/> At least three recommendations for how stress can be managed <input type="checkbox"/> At least three recommendations for being physically active	<ul style="list-style-type: none"> <li>● Cover is visually attractive and informative</li> <li>● Summary is brief and contains only relevant and important information</li> <li>● All information relates to the person for whom the guide is intended</li> <li>● All recommendations are helpful and possible considering for whom they are intended</li> </ul>	<p>What is going well (affirmed)?</p> <ul style="list-style-type: none"> <li>●</li> <li>●</li> <li>●</li> </ul> <p>What needs more work (revise)?</p> <ul style="list-style-type: none"> <li>●</li> <li>●</li> <li>●</li> </ul> <p>Where I would like to go next (aspire):</p> <ul style="list-style-type: none"> <li>●</li> <li>●</li> <li>●</li> </ul>	<p>What is going well (affirmed)?</p> <ul style="list-style-type: none"> <li>●</li> <li>●</li> <li>●</li> </ul> <p>Revisions to consider:</p> <ul style="list-style-type: none"> <li>●</li> <li>●</li> <li>●</li> </ul>

**Modifiable template is available for:** Guide to Student Success

	<p><i>For more tip sheets and additional resources to support student learning online go to</i>  <a href="http://tc2.ca/online/">tc2.ca/online/</a></p>
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