



Checklist for Meeting Quality Matters Standard 3 Assessment and Measurement

- ✓ 3.1 The assessments measure the achievement of the stated learning objectives.
- ✓ 3.2 The course grading policy is stated clearly, available at the beginning of the course, and consistent throughout the course site.
- ✓ 3.3 Specific and descriptive criteria are provided for the evaluation of learners' work, and their connection to the course grading policy is clearly explained.
- ⚙ 3.4 The course includes multiple types of assessments that are sequenced and suited to the level of the course.
- ✓ 3.5 The types and timing of assessments provide learners with multiple opportunities to track their learning progress with timely feedback.
- ⚙ 3.6 The assessments provide guidance to the learner about how to uphold academic integrity.

Designing Assessments

- There are multiple opportunities (a variety of assessments) for student to demonstrate learning (3.4)
- Assessments include frequent opportunities for students to receive feedback on their progress and performance from instructors, other learners, or self-checks such as practice or multiple attempt assessments (3.5)
- Assessments are sequenced to build on earlier concepts and paced to allow students sufficient time for mastery (3.4)
- Grading policy clearly explains how assessments will be graded, how course grades are calculated, and how quickly feedback/grades will be posted (3.2)
- Specific criteria and expectations are provided to explain how student work will be evaluated and are tied to the grading policy (3.3)
- Course includes a method for students to view and track their progress (e.g. Gradebook in Blackboard) (3.5)

Alignment

- Assessments align with learning objectives, both course and module level, and relationships are clearly stated (3.1)

Tips (Recommended strategies to consider)

- Create rubrics for all assessments or groups of assessments (e.g. one rubric that applies to all discussions)
- Include a table to show how assessments align with course/module level objectives
- Create a numbering system for course level objectives to include in assessment descriptions and/or instructions, to demonstrate alignment

