

## Designing Assessment Activities

### Design

#### Why are you assessing?

#### What are you interested in/what is your problem? (Sub-Question)

#### Who/what is your data source?

#### How will you use the data?

#### Who will see the results?

#### Given these answers, should your assessment be...

Quantitative	Qualitative
<ul style="list-style-type: none"><li>Trying to understand and make meaning of a phenomenon through quantifiable, numerical means.</li></ul>	<ul style="list-style-type: none"><li>Trying to understand and make meaning of phenomenon through language that is attributed to experiences, meanings, and understandings.</li></ul>

#### Why is this credible and useful?

#### Should data collection be...

Direct	Indirect
<ul style="list-style-type: none"><li>The method of data collection requires subjects to display their knowledge, behavior or thought processes.</li><li>Provides evidence of participant learning.</li></ul>	<ul style="list-style-type: none"><li>The method of data collection asks subjects to reflect upon their knowledge, behaviors, or thought processes.</li><li>Provides evidence of participants' attitudes, perceptions, and experiences.</li></ul>

#### Why is this credible and useful?

**When should data be collected?**

Formative	Summative
<ul style="list-style-type: none"><li>• Conducted during a learning experience</li><li>• Monitors the progress of ongoing learning</li><li>• Purpose is to provide feedback to facilitators and learners</li><li>• Implement immediately to modify or improve the program or facilitation.</li></ul>	<ul style="list-style-type: none"><li>• Conducted after a learning experience</li><li>• Measures the learning that has occurred</li><li>• Purpose is to evaluate the learning on quality, value, or in comparison to a standard.</li><li>• Can be incorporated into future practice.</li></ul>

**Why is this credible and useful?**

Logistics

**When (in the calendar) will the assessment be completed?**

**Who will be responsible for completing the assessment? What tasks will they need to complete?**

**What resources and materials will be needed?**

Leadership & Learning

**What will we need to learn to complete this activity?**

**What additional learning and change do we need to prepare for?**

**How will that learning and change occur within the organization?**