

# Assessment in Higher Education: Professional Development for Teachers

## Instructions for assignments - Checklist

**An EUR MOOC created by Risbo**



## Criteria at item level

<b>Instruction for assignments</b>
<input type="checkbox"/> The instruction is clear and concise, language is not ambiguous, and it explains to students what needs to be done to complete the assignment
<input type="checkbox"/> Tasks are formulated as specific as possible
<input type="checkbox"/> The instruction has a clear introduction, which shows the background and relevance of the assignment
<input type="checkbox"/> The instruction relates to the learning objectives of the assignment and states clearly what students are able to do after completing the assignment
<input type="checkbox"/> It is stated which tools (resources or facilities) can be used for performing the assignment
<input type="checkbox"/> It is clearly stated which products one need to hand in and how much they weigh for the grade
<input type="checkbox"/> Assessment criteria are clearly stated, so students know what they are being assessed on
<input type="checkbox"/> It is clear for students when and how to hand in their work, and when and how they are provided with feedback
<input type="checkbox"/> All components are consistent with each other
<input type="checkbox"/> Instructions are relevant and create a clear overview of the assignment
<input type="checkbox"/> The instruction is not solely a step-by-step instruction, but aims at the bigger picture
<input type="checkbox"/> The instruction only contains the description of the assignment and does not contain general information about the subject (which belongs in a course manual for example)
<input type="checkbox"/> Instruction matches learning objectives
<input type="checkbox"/> The instruction gives students enough space to find out for themselves how to complete the assignment