

## Collaboration Assessment Methods

To find sample assessments to modify for use in your classroom, visit <http://educate.intel.com/en/AssessingProjects>.

Assessment Method	Purpose	When Used	Instruments
Feedback	Peer feedback helps students internalize the characteristics of quality work by assessing the work of their peers.	Use throughout the project during group discussions, drafting, and practice.	<ul style="list-style-type: none"><li>• Checklists</li><li>• Scoring guide or rubric</li><li>• Prompts</li><li>• Forms</li></ul>
Informal Observations and Anecdotal Notes	Notes from observations identify areas for instruction.	Use throughout the unit during group and individual work time.	<ul style="list-style-type: none"><li>• Notes collected in individual or group folders</li><li>• Checklists to help focus expected behaviors</li></ul>
Informal Questioning	Questioning allows students to openly express their ideas and thoughts.	Use throughout the project, often during group work or class discussions.	<ul style="list-style-type: none"><li>• Questions</li></ul>
Journals and Learning Logs (Print or Digital)	Journals are extended written reflections on learning or entries in reaction to prompts.	Use throughout the project at key points and at the end of the project.	<ul style="list-style-type: none"><li>• Prompts for entries</li><li>• Journal review plan</li></ul>
Progress Checklists	Progress checklists are necessary where projects require students to meet specific requirements in sequence and on a schedule.	Use during team meetings or in conferences. Students use to monitor progress and help design or customize to meet their needs.	<ul style="list-style-type: none"><li>• Checklist with milestones, due dates, and approval stages</li></ul>

Progress Reports	Progress reports help students document progress or explain something new in their understanding. A report might be a rough draft, storyboard, or data summary.	Use during key stages of a project, such as at outline or midpoint of the first draft.	<ul style="list-style-type: none"> <li>• Forms</li> <li>• Prompts</li> </ul>
Project Meetings and Conferences Agenda	Project meetings allow for approval or signing off on student's readiness to advance to the next stage or milestone of a project.	Brief regular team and individual meetings throughout the project.	<ul style="list-style-type: none"> <li>• Goals and process form</li> </ul>
Project Plans	Project plans help students take ownership of learning. Students identify goals, design strategies to meet goals, create timelines, and define criteria for assessment.	Use at the beginning of a project in conferences with students. Help students develop their own plan and review for feasibility and specificity.	<ul style="list-style-type: none"> <li>• Checklists</li> <li>• Prompts</li> <li>• Forms</li> </ul>
Self-Assessment and Reflection	Self-assessment and reflection provide students opportunities to assess their own progress, thinking, and learning, and reflect on methods for improvement.	Use throughout the project orally, through conferences, or in written form.	<ul style="list-style-type: none"> <li>• Checklists</li> <li>• Prompts</li> </ul>
Video and Photo Journals	Graphic journals capture visual documentation of progress, reactions, and reflections, or demonstrate skill development.	Use throughout the project, but may be integrated into final products or performances.	<ul style="list-style-type: none"> <li>• Outline of photo sequence and topic (shot list)</li> <li>• Schedule for video scenes</li> </ul>