

## Performance Assessment Task Template



Use the QR code to access this template as a Google Doc you can download and customize.

Using these steps, design your task by writing the specific steps for the standard and learning goals in the righthand column.

Steps	Your Design
<p><b>Step 1: Establish learning goals or learning progressions.</b></p> <p>Identify the learning goals for the task.</p> <p>What skills and knowledge are necessary to complete a task but might not have been taught? Plan how to support students so that missing knowledge doesn't become the reason they do not achieve.</p>	
<p><b>Step 2: Set the context.</b></p> <ol style="list-style-type: none"> <li>1. What cultural experiences or communication patterns are important to know regarding your students? What do students bring to the table to connect with a task?</li> <li>2. What is the context of the task?</li> <li>3. What is the purpose of the task?</li> <li>4. Who is the audience? Describe why they would care about this work.</li> <li>5. What role do students play?</li> <li>6. How does the task reflect multiple perspectives? How will students study multiple perspectives?</li> <li>7. Does it reflect a strength-based view of culture as well as its tensions?</li> </ol>	
<p><b>Step 3: Design the task.</b></p> <ol style="list-style-type: none"> <li>1. Consider the required and desired cognitive level. Be sure requirements to complete the task meet the cognitive level.</li> <li>2. Frame the context.</li> <li>3. Frame the task, product, or presentation.</li> <li>4. Describe the form the product or presentation should take. Students can have options (such as writing, presenting, video, poster, and so on), but take care that options do not change the learning goals.</li> <li>5. Determine the instructional implications for preparing students for this task. Consider communication patterns and other background knowledge and experience.</li> </ol>	

Steps	Your Design
<p><b>Step 4: Lay out the materials.</b></p> <ol style="list-style-type: none"> <li>1. Make a checklist of materials to achieve this task.</li> <li>2. Ensure that students have access to tools and materials with no significant financial or resource burden.</li> </ol>	
<p><b>Step 5: Lay out the criteria.</b></p> <ol style="list-style-type: none"> <li>1. Develop scoring guides and rubrics to describe the criteria. Use the general rubrics adopted by your school or district as guidelines.</li> <li>2. Consider co-constructing criteria so students generate a clear vision of quality work.</li> </ol>	

Source: Adapted from Dimich, N. (2024). Design in Five: Essential phases to create engaging assessment practice (2nd ed.). Solution Tree Press.