

Teacher Checklist for Wiki Projects

Like blogs, wikis are one of the most accessible tools available to classroom teachers new to digital projects. Teachers can often quickly and easily translate tasks that their students are already responsible for completing into wiki projects. The following questions will help you determine whether or not you are prepared to facilitate wiki projects in your classroom.

Technical and Procedural Preparations

1. Does your school or district's technology services department have a preferred wiki service?

Your Response / Next Steps:

2. Are you aware of any Internet safety policies or procedures in place at the school or district level that may influence your wiki project? Have you introduced your students to basic Internet safety practices?

Your Response / Next Steps:

3. Have you informed parents that their children will be maintaining an online forum for content creation? Are you planning on asking parents to sign a permission slip before students can participate in your wiki project?

Your Response / Next Steps:

4. Have you looked into whether or not the wiki service you are planning to use allows teachers to create individual user accounts for each of the students in their classes or on their teams?

Your Response / Next Steps:

5. Have you developed a comfort level with the basic steps involved in creating content on your wiki? Can you add new pages? Do you know how to add images and links? Have you figured out how to upload files or to comment on pages? Are you comfortable with embedding content?

Your Response / Next Steps:

6. Have you created a basic structure for your classroom wiki that includes an opening page introducing the purpose for your project and links to new pages where students will add content? Are you planning on developing at least one sample page to guide student work?

Your Response / Next Steps:

Pedagogical Preparations

1. Have your students explored wiki pages created by other students? Can they identify the characteristics of quality wiki work? Can they point out common flaws in student assignments?

Your Response / Next Steps:

2. Are your students prepared to give and receive feedback on written work? Will they be comfortable with peers revising and editing their contributions to shared wiki pages?

Your Response / Next Steps:

3. Do your students understand that the work done on wikis must be carefully edited and proofread in order to earn credibility with readers?

Your Response / Next Steps:

4. Are you planning on assigning roles to students working on shared wiki pages in order to structure their work?

Your Response / Next Steps:

5. Have you modeled the steps involved in starting new pages, adding links, inserting pictures, and embedding interesting content into the final products posted in the wiki service you have chosen to use with students?

Your Response / Next Steps:

6. Do your students know how to use the links included in the page history of their wiki project to revert to earlier versions if their shared work is inadvertently—or intentionally—destroyed?

Your Response / Next Steps:

7. Have you considered training a small cadre of student technology leaders to serve as student editors and page monitors? Do these editors have a clear sense of their responsibilities? Will there be any rewards for filling this role?

Your Response / Next Steps: