









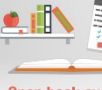




# Mix and Match Your Assessment Techniques

**Formative:** activities that assess and provide feedback during the learning process

Examples	Tasks	Benefits for Learners	Additional Benefits
 <p>Visual models</p>	Learners use words and images to create visual representations of information	To make connections, increase memory, and facilitate future retrieval of information	 Highlights preferences in learning style
 <p>Verbal/written summaries</p>	Learners use content-specific language to reflect, summarize, and make sense of what they have heard or read	To derive personal meaning from their learning experiences and increase their metacognitive skills	
 <p>Peer activities</p>	Learners collaborate or assess the quality of each other's work	To become more aware of their own strengths and weaknesses and see peers as resources to gain understanding	 Builds and strengthens a learning community within the training program
 <p>Self-assessments</p>	Learners critically evaluate their own performance and appropriately act on any insights acquired	To see themselves as responsible for their own learning, which helps to drive up engagement and increase retention	
 <p>Lists, charts &amp; graphic organizers</p>	Learners communicate clearly and effectively by organizing information, making connections, and noting relationships	To demonstrate their ability to architect ideas, make decisions, clarify processes, and help solve problems	

**Summative:** using grades (or data) to demonstrate learner growth after instruction

Examples	Tasks	Benefits for Learners (applies to all examples)
 <p>Performance tasks</p>	Learners complete a task to assess a specific set of skills and/or abilities	To motivate and create an engaging learning environment by focusing on an achievable outcome  To give learners a boost in confidence when they demonstrate positive results and to facilitate subsequent behavior change back in the workplace  To provide a measurable way of evaluating success against a standard or benchmark
 <p>Written essays/reports</p>	Learners create a piece of persuasive writing on a particular topic or a reflection about their learning experience	
 <p>Oral presentations</p>	Learners demonstrate their knowledge or present their research findings to an audience	
 <p>Open book exams</p>	Learners reference other resource materials to determine answers to questions while taking the exam to focus on their understanding of a subject, rather than on recall and memorization	
 <p>Multiple-choice tests</p>	Learners are given online or paper-based questionnaires to answer	
 <p>Participation tasks</p>	Learners are asked to actively engage in lectures/seminars/conferences or perform tasks in online discussion boards and group work	