Checklist guide

DIGITAL TECHNOLOGIES HUB

Checklists enable teachers to record information and to make judgements about what students know and can do in relation to the targeted Digital Technology outcomes.

Checklists provide an organised way of collecting data about behaviours, knowledge and skills that students demonstrate during a task.

A key to quality assessment when using a checklist is to identify relevant descriptors chosen for assessment. For Digital Technologies related tasks, we focus on the demonstrated knowledge/skills that relate to the elements of the achievement standard. The achievement standard is broken down into separate criteria which are bite-sized chunks and able to be measured. Consideration is given to the cognitive process and the content knowledge.

Typically checklists provide an option to record a response of yes or no against the specified criteria.

Checklists may be used to record observations of one student or a group of students.

Example

Year: F-2 **Title**:	**Student name**:	
Summary		
This assessment checklist is for a task where students create algorithms and check their algorithm (unplugged or with a robotic device).		
Design solutions to simple problems using a sequence of steps and decisions.		
Relevant Revised Blooms taxonomy:		
Applying **(**Carry out or use a procedure in a given situation)		
Demonstrated knowledge/skills	**Yes/no/ progressing**	**Comments**
The student presents an algorithm **design** (words/pictures/symbols). The student: - can use arrows/symbols to create an algorithm. - can explain what the symbols represent. - uses correct arrows/symbols.		
The solution includes a **sequence of steps**. The student: - can describe their sequence of steps (algorithm). - uses the correct arrows/symbols in the correct sequence.		

The solution **includes a decision**. - A decision is used in the students' algorithm. - The student can explain what a decision is. - The student can identify where they used a decision.		