

Instructor's Self-reflection and Assessment Checklist

Purpose: This assessment tool provides an opportunity for you as an instructor to assess your application of eight essential guiding (instructional) practices.

Course # _____ Instructor: _____ Date: _____

Using the scale below, rate your performance and place rating on line preceding each item below.

1	2	3	4	5
Never	Little	Sometimes	Very often	Always

Question: To what extent do you think you demonstrated the following essential guiding (instructional) practices? Rate yourself according to the above scale. Practices having multiple activities/tasks will require a weighted average.

Instructional Guiding Practice	Activities/Tasks Aligned with Practice	Rating	Weighted Average
1. Focusing on Intended Outcomes	<ul style="list-style-type: none"> –From the very beginning of the course, made learners aware of what they should be able to do in real-life roles as a result of what they were to learn in the course. –Linked everything to the intended outcomes. 	_____ _____	_____ _____
2. Creating and Mapping Essential Content and Assessment Tasks	<ul style="list-style-type: none"> –Created relevant tasks that were increasingly difficult. –Challenged learners and kept them engaged. –Made the course content relevant to the intended real-life outcomes. –Gave learners a clear picture of the whole course—how everything connected to the intended outcome. 	_____ _____ _____ _____	_____ _____
3. Building Community	<ul style="list-style-type: none"> –Used strategies that encouraged interaction and collaborative learning. 	_____ _____	_____ _____
4. Assessing to Assist	<ul style="list-style-type: none"> –Monitored learner progress toward achieving the intended outcomes. –Provided useful feedback to improve learning. 	_____ _____	_____ _____
5. Building Proficiency	<ul style="list-style-type: none"> –Engaged with learners in meaningful ways throughout the course. 	_____ _____	_____ _____
6. Reflecting on Issues	<ul style="list-style-type: none"> –Provided reflection time for learners to think critically about issues related to content and applications to real-life situations. –Provided reflection time for self to think critically about one's instruction and ways for improvement. 	_____ _____	_____ _____
7. Gathering, Displaying, and Using Evidence to Advance the Learner	<ul style="list-style-type: none"> –Systematically gathered and shared evidence of learners' progress. –Provided learners with the standards and criteria for their work tasks and assessments before they did the work. 	_____ _____	_____ _____
8. Gathering, Displaying, and Using Evidence to Adjust the Learning Experience	<ul style="list-style-type: none"> –Systematically gathered evidence of learners' progress. –Openly solicited and accepted feedback on how to improve the learning experience. 	_____ _____	_____ _____

Total Score: _____

(Note: Practices with a rating of 2 or less indicate a need for improvement.)