

## Order of assessment and planning check list

A	organise paperwork	
B	assess all completed assignments	
C	scan incomplete assignments	
D	review work taught in lesson	
E	create timely practice assignments	
F	create pre assess assignments (if required)	
G	plan next lesson's teaching	

Assess codes for **pre assess** assignments

answer accurate?	optional on PDF	had help?	click in the app
accurate	✓	no help	✓
accurate	~ or ✓ and h	e.g. a nod	~
almost	~ or "oops"	no help	~
other	× or *	any or none	bin

Assess codes for **timely practice** assignments

answer accurate?	write on the PDF	had help?	click in the app
accurate	✓	no help	✓
accurate	✓	h = small help	~
accurate	✓	H = more help	*
can self correct	"oops"	no help	~
can self correct	"oops"	h or H	*
learner needs feedback	*	any or none	*
best learned later	"b.l.l."	any or none	bin