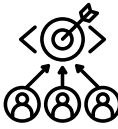


Assessment Design Checklist

Instructions: Use this checklist when designing a new assessment or adapting an existing one. Tick off each item as you review your task. The goal is not to meet every single point but to ensure that your assessment is aligned with learning outcomes, authentic, inclusive, and supported by effective feedback.

Alignment with learning outcomes



- The assessment is explicitly linked to Intended Learning Outcomes
- The task requires students to demonstrate both knowledge and skills
- The task is designed to develop and evidence 21st-century skills

Authenticity & relevance



- The task mirrors a real-world or professional context relevant to the discipline
- Students are asked to solve complex, open-ended problems
- Task is connected to current professional, societal, or sustainability challenges

Inclusivity & accessibility



- Instructions and criteria are clear, jargon-free, and culturally sensitive
- Accessibility needs are considered (technology requirements, accommodations)
- The task provides multiple ways/formats for students to demonstrate learning

Feedback & formative dimension



- Opportunities for peer and/or self-assessment are included
- Feedback is specific, constructive, and actionable
- Reflection prompts are embedded to help students use feedback effectively

Use of technology & innovation



- Digital tools are used where they add value, not for novelty's sake
- The assessment encourages students to develop digital literacy
- Academic integrity risks (GenAI misuse) are anticipated, discussed & mitigated

Evaluation & continuous improvement



- Collected data on student performance and perceptions of the assessment
- Space is provided for students to give feedback on the assessment process
- Feedback will be used to improve the assessment design in future iterations