# **Designing Feedback Worksheet**

Unit chair/team:

Unit code and title

What are the purpose/s of feedback for my students in this unit?

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What principles of feedback will have most impact on students’ learning?

**Criterion referenced: helps student understand the standard (Rubric assessment criteria, performance levels and quality indicators)**

**Precise: Provides specific, relevant information on the students’ level of performance in relation to the standard**

**Actionable: Assessment regime is designed to enable students to use feedback to improve subsequent performance**

**Feedforward: Provides information students can use to improve their performance**

**Key areas: Focusses on one or two key aspects of the student’s performance**

**Personalized: Communicates that the teacher is interested in the students’ work, and in their learning and development**

**Differentiated: Feedback differs for students at different levels of achievement**

**Participatory: Students actively participate in the feedback process. For example, students self-evaluate their work; students use or co-create rubric**

**Dialogic: Students ask for and respond to the feedback they need**

**Capacity building: builds students’ ability to evaluate the quality of their work and that of** **others through self and peer evaluation**

TOOLS: What CloudDeakin tool/s will be most effective to use and why?

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PROCESS: What feedback process will most effectively support students’ learning or engagement?

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CONTENT: What is the overall content of the feedback? What will it address?

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DIFFERENTIATION: How will the content of the feedback differ for students at different levels of achievement?

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FEEDFORWARD: How will students use the feedback?

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CLOSING THE LOOP:   
How will I know whether students have learnt from the feedback?  
How will I evaluate students’ learning - how they have used the feedback to improve?

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