



Understanding Formative and Summative Assessment Strategies

Strand: Assessment

Workshop Overview

Following is a general overview of this workshop, including desired participant outcomes, an explanation of the workshop’s alignment with Learning Forward Standards for Professional Learning, and resources that are included in print and electronic form.

Category: Assessment

Duration: Full workshop – 3 hours

Desired Outcomes:

Participants will...

- Differentiate formative from summative assessments.
- Describe the different formative and summative assessment tools.
- Explain ways of enhancing formative and summative assessments to increase student learning.
- Understand the significance of formative and summative assessments in the teaching-learning process.

Learning Forward Standards for Professional Learning:

- **Learning Communities:** Occurs within learning communities committed to continuous improvement, collective responsibility, and goal alignment.
- **Leadership:** Requires skillful leaders who develop capacity, advocate, and create support systems for professional learning.
- **Resources:** Requires prioritizing, monitoring, and coordinating resources for educator learning.
- **Data:** Uses a variety of sources and types of student, educator, and system data to plan, assess, and evaluate professional learning.
- **Learning Designs:** Integrates theories, research, and models of human learning to achieve its intended outcomes.
- **Implementation:** Applies research on change and sustains support for implementation of professional learning for long term change.
- **Outcomes:** Aligns its outcomes with educator performance and student curriculum standards.

Resources in This Binder:

- Handouts
 - Workshop Agenda
 - Attendee Notes
 - 3-2-1 Evaluation Form
 - Certificate of Completion
- “Think About It” Exercise
- Ready, Set, Go Planning Activity



Topic Outline

Understanding the general flow of topics to be covered is an important part of giving a strong presentation. This allows the presenter(s) to lead effective group discussions and speak extemporaneously. Following are the main topics covered in this PowerPoint presentation. As you prepare to give the workshop, you may want to refer to this page often.



Main Topics

1. Understanding Formative and Summative Assessments
2. Assessment Tools for Measuring Learning
3. Enhancing Assessments to Increase Student Learning

Subtopics

1. Understanding Formative and Summative Assessments

- a. When to Check Understanding
- b. What to Do with the Information
- c. What Question Is Answered

2. Assessment Tools for Measuring Learning

- a. Formative Assessment Tools
- b. Summative Assessment Tools
- c. Assessments Magnifying Growth

3. Enhancing Assessments to Increase Student Learning

- a. Who Is a Good Assessor?
- b. Achieving Student Success

Presentation Outline



This outline is designed for you to see the PowerPoint presentation at a glance. Note that slide numbers and the approximate amount of time needed per slide are shown in the right two columns. **The times in bold show the approximate total time needed for that topic which includes the recommended times for activities, shown in parentheses.** You might consider keeping this page within reach during the presentation.

Section of Presentation	Slide #	Timing (mins)
Intro Introduce self, co-teacher, participants	1-2	10
Explain materials issued to participants		
Cover objectives (from Workshop Overview)	2	
Topic 1—Understanding Formative and Summative Assessments	3-6	20
Topic 2—Assessment Tools for Measuring Learning	7-17	60
Activity —Think, Pair, Share	16	(15)
Break		
Topic 3—Enhancing Assessments to Increase Student Learning	18-27	70
Activity —Paired Problem Solving	25	(20)
Closing Remarks	28	5
Total of 2 hours and 45 minutes (not including break)		

Helpful tip!

This workshop can be broken out into shorter sessions that could be offered over the course of several days. For example, you could present one of the topics during a 1-hour session, or present several topics during a longer session. Adapt this presentation as needed based on the time you have available to offer professional development.

“Think About It” Exercise

Have staff complete this exercise to begin implementing what they learned during the workshop. Distribute this document to staff by attaching the file to the Next Day Follow-Up Email, or make copies for the staff.



1. Circle the assessment tools in the list below that you have used in your classroom.

Pretests

Writing Prompts

Role Play

Graphic Organizers

Oral Interviews

End-of-Chapter Exams

Performance Tasks

Story Summaries

2. Are there any aspects of formative and summative assessments that the training did not cover? What are they and how do you propose addressing these aspects?

3. Which formative and assessment tools presented in the training would be applicable to the subject(s) you teach? How are you going to carry out these assessment tools in the classroom?
