

(Excerpt from EDU8317 Introductory book Semester 2, 2007)
Assessment item 2

Topic: Self-assessment
and reflective
memo – (PBL
activities)

Due date: 24 September
2007

Weighting: 10%

Length: Variable

This task requires you to produce a written memo in which you reflect on your experience of engaging in the PBL activities, and self-assess your learning in relation to knowledge and understanding of assessment processes. Refer to the previous section in this book “Problem-Based Learning (PBL) activities” for information about the PBL activities.

This task assesses the following course objectives:

O1. Demonstrate an understanding of the nature of assessment and how assessment data are used in educational decision making.

O2. Demonstrate an understanding of a range of issues relating to assessment practice in inclusive settings, including assessment accommodations, ethical legal-practice, and assessment standards.

O5. Conduct an assessment procedure from initial referral, clarification of reason for referral, selection and administration of any tests required, interpretation of results, synthesis of available data, and reporting.

The **criteria/mark sheet** that you will need to self-assess can be found at the end of this introductory book.

1. Self-assessment process

To complete the self-assessment:

1. Write your reflective memo as per the guidelines below.
2. Copy the criteria/mark sheet (a copy is also available on the Study Desk) and enter your name in the space provided.
3. Carefully read each of the criteria and grade descriptors on the criteria/mark sheet, and then mark yourself according to what you believe to be a fair assessment.
4. Attach the criteria sheet to your memo and submit as a hard copy in the usual way.
5. The course examiner will calculate the overall grade based on your grading of the criteria.

2. Preparing the reflective memo

The memo is to be approximately 4–5 pages (typed, double spaced). The format of the memo is like a structured journal entry. While you are not expected to present a formal essay, you are expected to present and communicate your points clearly with attention to spelling etc. There is not a requirement that you refer to the literature in your memo but if you do, correctly acknowledge and reference your sources using APA style (5th edition).

For the content of your memo summarize your reflections about learning that you have derived from the experience of undertaking the PBL activities. You should address in your memo (but are not limited to) the following questions:

1. What did I learn about assessment (knowledge and skills)?
 2. What knowledge, skills, and abilities in relation to assessment do I need to refine and/or develop and/or change? How might I do this?
 3. What did I learn about my approach to assessment? How has it developed or changed as a result of the PBL experience?
 4. What did I learn about how I learn? What personal learning challenges/strengths emerged as a result of engaging in this learning experience? How did I handle the challenges, and how might I handle them in the future?
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