



PennState

SCHREYER INSTITUTE FOR
TEACHING EXCELLENCE

Course Assessment Plan Template

Course assessment plans help us ensure that course learning objectives (CLOs), assessments, and instructional activities are aligned. They also assist with planning the sequencing and timing of assessments, so students have multiple opportunities to practice applying what they learn before attempting a major assignment or exam. The template below can be used to map assessments at any level of attainment, in any modality, for any length time. It can be expanded or contracted for any number of learning objectives. The following definitions apply to the table headings below.

Definitions

Course Learning Objectives

Again according to [Faculty Senate Policy 43-00](#), “Course Objectives are more specific, should map to broader course goals, and represent unique, focused skill sets with learning outcomes that are assessable.” E.g., Students will listen to patients’ concerns and respond with explanations that are appropriate and medically accurate. Each course topic should have at least one corresponding learning objective that is *demonstrable*, *observable*, *measurable* and requires an *action*. For examples, see [Bloom's Taxonomy Active Verbs](#).

Summative Assessments

High-stakes tasks in which students demonstrate what they have learned with a considerable impact on a final grade. E.g., essays, exams, projects, performances, reports, demonstrations, products, etc.

Formative Assessments

No-stakes or low-stakes tasks in which students practice applying what they learn as they learn it with minimal impact on a final grade. E.g., discussions, reading or comprehension checks, admit/exit slips, group activities, one-minute papers, quizzes, practice tests, etc.

Instructional Activities

Lectures, in-class activities, pre-class activities, and homework. The typical distribution is approximately one-third in-class and two-thirds out-of-class activities per course ([Faculty Senate Policy 42-23](#)). E.g., Lectures, readings, videos, case studies, simulations, worksheets, etc.

