

Templates for Designing Assignment Questions

←Less Complex Skills		More Complex Skills→	
Step 1—Identifying	Step 2—Exploring	Step 3—Prioritizing	Step 4—Re-Visioning
<p>Identifying Relevant Information:</p> <ul style="list-style-type: none"> * List data or types of information relevant to _____ * Identify relevant information in _____ (a textual passage such as a case, article, or piece of literature) * Identify or access relevant theories, laws, standards, or rules for _____ * Identify factors or issues related to _____ * Identify various potential points of view or solutions to _____ * Describe arguments in favor of _____ <p>Identifying Uncertainties:</p> <ul style="list-style-type: none"> * Describe uncertainties concerning _____ * Identify and describe uncertainties about the interpretation or significance of _____ * Identify risks associated with _____ * Describe why there is no single, “correct” way to _____ * Identify reasons why _____ might change or vary 	<p>Interpreting Information From Multiple Viewpoints:</p> <ul style="list-style-type: none"> * Describe the pros and cons (or advantages/disadvantages, or strengths/weaknesses) of _____ * Analyze the costs and benefits of _____ * Explain how ambiguities affect your analysis of _____ * Identify assumptions associated with _____ (a viewpoint or alternative) * Interpret _____ from the viewpoint of _____ * Appropriately use _____ (a technique) to analyze _____ * Objectively evaluate _____ information * Explain how alternative solutions might affect _____ (one or more individuals, organizations, groups, or other stakeholders) * Analyze the quality of information and evidence related to _____ * Identify own biases and explain how those biases were controlled when _____ * Identify the effects of _____ on _____ <p>Organizing Information:</p> <ul style="list-style-type: none"> * Develop meaningful categories for analyzing information about _____ * Organize the various aspects of _____ to assist in decision making 	<p>Prioritizing and Concluding:</p> <ul style="list-style-type: none"> * Develop and use reasonable guidelines for drawing conclusions regarding _____ * Assess the amount of uncertainty (or degree of risk) of _____ * Objectively consider _____ when making a decision about _____ * Prioritize _____ * Consider _____ in reaching a conclusion * Develop reasonable recommendation for _____ * Address the costs and benefits of _____ in reaching a conclusion about _____ * Develop reasonable policies for _____ * Develop an effective plan for addressing _____ <p>Effectively Involving Others in Implementation:</p> <ul style="list-style-type: none"> * Take actions to implement the best solution to _____ * Organize _____ (a communication) so that it is meaningful to the receiving party * Communicate _____ effectively for _____ (a given setting and audience) 	<p>Acknowledging Limitations:</p> <ul style="list-style-type: none"> * Identify and describe potential future developments in _____ * Describe limitations to a recommendation about _____ * Strategically/proactively consider contingencies and future developments related to _____ <p>Creating and Monitoring Strategies</p> <ul style="list-style-type: none"> * Develop and monitor strategies for _____ * Implement appropriate corrective action for _____ over time * Acknowledge changing circumstances and reconsider _____ (a solution) as appropriate * Continuously monitor and update _____, as needed * Develop strategic uses of _____ * Manage _____ under changing or unusual demands * Apply continuous improvement principles to _____