



Best Practices for Weekly Formative Assessment Quizzes

Formative assessments monitor student learning, providing ongoing feedback for students and faculty. Weekly quizzes help faculty (and students) recognize where students are struggling and address problems immediately. These assessments are generally low stakes, which means that they have low or no point value. Often, faculty require students to complete the quizzes as part of their class participation grade.

Quiz Setup

- Make quizzes due at least 12 hours before the start of the class session so that you can check for trends in misunderstandings and so that students have time to review what they missed
- Provide feedback for each question so that students know why answers are correct or incorrect. If you don't have time to write specific feedback for each question, include something like "See handout X for a discussion of Y"
- Make quizzes auto-scoring so that students see their correct and incorrect answers when they submit
- Consider the advantages/disadvantages of allowing multiple submissions
- Consider the purpose of your quiz when you schedule due dates—do you want to know if students completed preparation for the class session or if they understood concepts following a class session
- Timeliness is essential—if you choose options other than self-scoring questions, provide feedback to students as soon as possible. Students are less likely to find feedback useful as the distance between the quiz and the feedback increases.

Number of Questions

Let assessment of content mastery drive the number of questions but keep in mind the following:

- 10-15 questions work well (enough questions to judge mastery without being overwhelming)
- Try to be consistent with the number of questions across all quizzes so that students know what to expect

Creating Questions

Multiple choice questions can be useful for identifying students' knowledge of key terms and concepts. Keep the following in mind:

- Effective multiple choice questions are difficult to write; allow yourself enough time to review your quiz to make sure you've addressed the content and learning objectives for your class session
- Refer to handouts on writing effective quiz questions

Other question formats may be appropriate, keep the following in mind:

- Let the question's purpose drive the question format
- For short answer questions, you may not need to grade the answers, rather you can indicate the elements a correct response would contain

Use Quiz Generator's statistics so that you can monitor student progress and trouble spots