

## COMMON FORMATIVE ASSESSMENT PLANNING TEMPLATE

--FIRST DRAFT--

**Grade Level or Course:** First Grade

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**Assessment Topic:** Writing Conventions

**Selected Power Standards:** List standards by number and include the full text here. Then “unwrap” to identify what students need to know and be able to do. Underline the concepts (important nouns or noun phrases) and circle the skills (verbs).

Language Arts

- Punctuation: CORRECTLY USE periods (I like my dog.), exclamation points (Help!), and question marks (Do you like to play ball?) at the end of sentences.
- Capitalization: CAPITALIZE the first word of a sentence, names of people, and the pronoun I.

**Graphic Organizer of “Unwrapped” Concepts and Skills**

**Concepts:** Need to Know about Conventions

- Punctuation
  - Periods
  - Exclamation Points
  - Question Marks
- Capitalization
  - First word of a sentence
  - Names of people
  - Pronoun I

**Skills:** Be able to Do

(Next to each skill, write number in parentheses indicating approximate level of Bloom’s Taxonomy of thinking skills. Refer to Bloom’s Taxonomy resource in supporting documents.)

(3) Correctly Use

- Periods
- Exclamation Points
- Question Marks

(3) Capitalize

- First word of a sentence

- Names of people
- Pronoun I

### **Big Ideas from “Unwrapped” Power Standards**

1. A telling sentence ends with a period; a sentence with excitement ends with an exclamation point; an asking sentence ends with a question mark.
2. Every sentence begins with a capital letter.
3. Names of people are always capitalized.
4. When “I” stands alone, it is always capitalized.

### **Essential Questions Matched to Big Ideas**

1. When should you use a period, exclamation point and a question mark? (A period is used for a telling sentence; an exclamation point is used to show excitement; a question mark is used when asking a question.)
2. When should you use a capital letter? (Capital letters are always used at the beginning of a sentence, at the beginning of people’s names and when “I” stands alone.)

**SECTION 1: Selected-Response Items**—Design multiple choice, matching, true-false, and/or fill-in items to assess student understanding of the following “unwrapped” concepts and skills represented on your graphic organizer. Indicate level of thinking skill in parentheses. *Match assessment items to rigor of skill level.* (Use additional space as needed.)

- Level 3- APPLY (correctly use capitals and ending punctuation marks)

**Multiple Choice**

- 1). Which name is correctly capitalized?
  - a). MARY
  - b). Mary
  - c). mary
- 2). Which sentence uses a capital letter correctly?
  - a). the dog went to the park.
  - b). The cat sat on the Mat.
  - c). We like to go to school.
- 3). Which sentence uses capital letters correctly?
  - a). Today Mary and I went to the park.
  - b). MY MOM AND I LIKE CAKE.
  - c). My dad and i read a book.
- 4). Which sentence has the correct punctuation mark?
  - a). Do you like candy!
  - b). Do you like candy?
  - c). Do you like candy.
- 5). Which sentence needs a period at the end?
  - a). What is for lunch
  - b). Help, there’s a fire
  - c). I like to eat ice cream

**True-False:** Write T or F on each line.

- 1). The following sentence is written correctly.  
\_\_\_\_\_ My friend and i like the color red.
- 2). The following sentence is written correctly.  
\_\_\_\_\_ My best friend’s name is Maggie.

**Answer Key:**

***Multiple Choice Questions 1-5***

1. B
2. C
3. A
4. B
5. C

***True-False Questions 1-2***

1. False
2. True

**SECTION 2: Extended Constructed-Response**—Design an extended-response item to evaluate student understanding of the following “unwrapped” concepts and skills represented on your graphic organizer. Include level of thinking skill in parentheses. *Match item to rigor of skill level.* Evaluate student work using the Task-Specific Scoring Guide below (to be completed).

**Write the following sentences correctly.**

1). the ball is red

2). can i have more ice cream

3). the dog barked at pablo

### **Task-Specific Scoring Guide: Extended Response Sentence Correction**

#### **Proficient**

- Each sentence begins with a capital letter.
- The word “I” is capitalized correctly.
- Names are capitalized correctly.
- Each sentence includes correct ending punctuation marks.
- Orally explains their capitalization and punctuation corrections.

#### **Progressing**

- Meets \_\_4\_\_ of the “Proficient” criteria.

#### **Beginning**

- Meets fewer than \_4\_ of the “Proficient” criteria.
- Task to be repeated after remediation.

Teacher’s Evaluation\_\_\_\_\_

Comments regarding student’s performance:

**Extended Constructed-Response—Write at least three sentences about your favorite animal. Use correct punctuation marks and capitalization in each sentence.**

### **Task-Specific Scoring Guide: Extended Response Essay**

#### **Exemplary**

- All “Proficient” criteria *plus*:
- Writes more than three sentences using correct capitalization and punctuation marks.
- Capitalizes other proper nouns.
- Correctly uses additional punctuation marks.

#### **Proficient**

- Writes three sentences.
- Each sentence begins with a capital letter.
- The word “I” is capitalized correctly.
- Names are capitalized correctly.
- Each sentence includes correct ending punctuation marks.

#### **Progressing**

- Meets   3   of the “Proficient” criteria.

#### **Beginning**

- Meets fewer than   3   of the “Proficient” criteria.
- Task to be repeated after remediation.

Teacher’s Evaluation \_\_\_\_\_

Comments regarding student’s performance:

### SECTION 3: Short Constructed-Response

Note to Teachers: This portion of the common formative assessment requires students to demonstrate their *integrated* understanding of all the “unwrapped” concepts and skills from the targeted Power Standards by expressing their understanding of the Big Ideas in their own words. Copy your planned Essential Questions (and corresponding Big Idea responses) for your own reference in the space provided.

1. When should you use a period, exclamation point and a question mark? (A period is used for a telling sentence; an exclamation point is used to show excitement; a question mark is used when asking a question.)
2. When should you use a capital letter? (Capital letters are always used at the beginning of a sentence, at the beginning of people’s names and when “I” stands alone.)

Student Directions: Write a Big Idea response for each of the following Essential Questions. Include supporting details and any vocabulary terms from the “unwrapped” concepts you have been learning for each response. Your responses will be evaluated using the Generic Scoring Guide below.

1). When should you use a period, exclamation point and a question mark?

2). When should you use a capital letter?

## Generic Scoring Guide:

### Exemplary

- All “Proficient” criteria *plus*:
- Makes connections to other areas of school or life
- Provides example(s) as part of explanation

### Proficient

- States Big Ideas correctly in own words
- Provides supporting details for each one
- Includes vocabulary of “unwrapped” concepts in explanation

### Progressing

- Meets 2 of the “Proficient” criteria

### Beginning

- Meets fewer than 2 of the “Proficient” criteria
- Task to be repeated after remediation

Teacher’s Evaluation \_\_\_\_\_

Comments regarding student’s performance:



## **Design Team Reflections after Administration of Assessment to Students**

1. Which assessment items produced the results we intended?
2. Which items do we need to revise?
3. Regarding the design, administration, scoring, and analysis of the assessment, what worked? What didn't?
4. What do we need to do differently next time?
5. What should we again do the same?