

“Alternative Assessments for E-learning”

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Video Transcript:

Hello and thank you for joining us. My name is Karen and I will be leading you through a short webinar on alternative assessments that can be used for traditional or elearning.

Before we get started, I just wanted to bring to everyone's attention that this webinar is being recorded and all participants should be muted and have their video turned off.

If you have any questions, please type them into the chat box and they will be answered following the presentation.

You can access the recording for this and our other webinars at [imsa.edu /events](https://imsa.edu/events).

I'd also like to give a brief background on who we are.

The Center for Teaching and Learning at the Illinois Mathematics and Science Academy.

We offer professional development on learning experiences and strategies that reflect our four core competencies.

Inquiry-based, problem-centered, competency-driven, and integrative.

We provide PD both on and off-site and can also customize sessions.

If you'd like to learn more about us please visit [imsa.edu /centers](https://imsa.edu/centers)

The learning objectives for this webinar are: to define and give examples of alternative assessments, to learn how to create and manage online assignments using a Google Drive tool, and to identify ways to incorporate alternative assessments into a course.

So, what are alternative assessments?

Alternative assessments are often referred to as authentic comprehensive or performance assessments.

They are usually teacher designed and they are meant to gauge a students' understanding of material in a format other than a traditional paper and pencil test.

Chances are that you have used some form of alternative assessment in your classes before.

Some examples of alternative assessments include:

Open ended questions, written compositions, oral presentations, projects, experiments, and portfolios of student work.

I'm now going to play a video for you to highlighter a tool for creating and managing assignments via Google Drive.

You can access this video on YouTube.

The link is on the slide but I will also copy and paste that link into the chat box for you right now.

[video clip] Are you looking for a teacher-built tool for scaffolding, managing, organizing, and assessing student projects? Then say hello to Doctopus.

Doctopus is a free Google Sheets add-on that automates the process of creating, sharing, grading, and returning student work.

All you need to get started are a Google spreadsheet with a class roster of student names and emails and an assignment template, which can be a Google doc, a sheet, or slide presentation.

Doctopus gives you the capability to distribute copies of the same assignment, differentiated exercises, or even set up group projects.

It also gives you control of sharing and editing permissions so that students can only access and edit their own documents.

Once you have everything set up, Doctopus will share a copy of the template document with each student

The link to each student's document is contained in the spreadsheet where you can easily assign a grade and provide feedback.

To get started, install the free Doctopus add-on. Open up a Google spreadsheet, click on the "add-ons tab" on the menu bar at the top, and select "get add-ons". This will open the G Suite marketplace, where you can install Doctopus and other add-ons as well.

Next, create the templates for your assignment. Here, I have a folder with various sample templates for a unit four project. You'll also want to have a Google sheet for each section that you plan to give this assignment to.

You can now go ahead and create a roster for each section that you teach. Open up the Google spreadsheet launch the Doctopus add-on, and follow the instructions to create and save a roster on the sheet.

You can use this roster for future assignments as well and it will show up under the drop-down menu the next time you launch Doctopus.

Doctopus has the capability of pushing out four assignment types two of which are individual and two of which are groups. For the individual assignments, you can either choose to distribute a copy of the same document to every student on the roster or you can use the differentiated option if you have different versions you'd like to sign to assign each student

Let's choose the first option: "individual all the same" and go from here. You will then be prompted to set the editing and sharing permissions for your assignment. I recommend sticking with the default setting for the first two options so that students can edit their own document, but they cannot access other students' assignments

I also advise checking the box for "editors cannot change sharing permissions".

If your co-teachers are others you would like to share the documents with, you have the option to add their emails here as well.

Next, select the assignment template you'd like to copy to each student. I always select the folder where my assignment template is located, which I have named "demo unit for project". I will then be able to choose from any of the files that are in that folder to share with my students. I'm going to select the "essay template" to copy and share with every student.

The last step is to name and share the files with my students. The default setting names each document with the students' last name then first name followed by the name of the assignment

I recommend checking the box "send sharing notification to authors" and writing a short message so that students will get an email regarding the assignment after you select, "run, copy, and share."

Doctopus makes it easy to manage and grade assignments. All grading can be done from the spreadsheet that you started with. The link to each students' assignment is listed and you can also see when the document was last edited by each student. You can input the grade and feedback here as well

What about the differentiated and group options we saw earlier? Let's go back to when we had to select an assignment type and choose group project.

A groups' column will then be generated on the next page. The default is that everyone is assigned to group A. Here, I'm going to sign two people to group A and two people to group B and hit refresh. I can then select which assignment template to share with each group. You can make groups of various sizes and can create more groups that you designate with different letters of the alphabet.

The set up for the individual differentiated option is very similar in which you assign a letter and a corresponding template to each student. The main difference is that this is for giving different versions of an individual assignment and not for setting up a group project.

Are you ready to get started with Doctopus? Check out what this teacher-built tool can do for you today.

So, to summarize some key features of Doctopus.

The teacher is the owner of the document and that is automatically shared with your students. As the teacher you can easily manage assignments from a single spreadsheet.

You can use Doctopus for individual or group projects and you also have the capability to assign different versions based on level or need.

Chances are you can take some of your current assignments or projects and push them out via Doctopus.

Examples include essays, presentations, lab reports, case studies, journals, and portfolios.

I would also like to briefly mention assigning a video project as a form of alternative assessment.

In one of my previous webinars, "Creating Effective and Engaging Videos", I highlighted an online video maker called "Biteable" that you could also keep it simple and just have your students film with their phones.

Some video project ideas include: to summarize a current or historical event, to describe an analogy of a complex concept, or to make an advertisement or explainer video.

I have included a link for an example video project here and I will also make sure to send it in the chatbox.

And with that, I will now open up this time for questions and also make you aware of other free resources that are available on our website instead. [IMSA.edu/e-teaching](https://www.imsa.edu/e-teaching)

You can see the calendar of our other short webinars that we are offering this month.

We also post weekly Snack Boxes of "at home STEM activities" for grades pre-k through 12.

And you can also make a one-on-one appointment with any of our curriculum PD specialists.

Again, my name is Karen. Please feel free to reach out to us at the Center for Teaching and Learning at the Illinois Mathematics and Science Academy. Thank you.