



Teacher Work Sample Rubrics

*To be completed as part of the Requirements
during the Directed Teaching Semester*

*Middle Level Program
Secondary Program*

The following assignments and rubrics have been developed by the faculty at USC Upstate using the materials developed by representatives of the Renaissance Partnership Institutions for The Renaissance Partnership for Improving Teacher Quality Project <http://fp.uni.edu/itq>.

Scoring Sheet

Teacher Candidate Name: _____

Reviewer Name: _____

Date: _____

Contextual Factors _____ / 25

Assessment Plan _____ / 25

Learning Objectives _____ / 20

Design For Instruction _____ / 30

Classroom Environment _____ / 25

Instructional Decision Making _____ / 20

Analysis of Student Learning _____ / 20

Reflection and Self-Evaluation _____ / 25

Overall Score _____ / 190

Exemplary (E) 190 – 177

More Than Satisfactory (M) 176 – 162

Satisfactory (S) 161 – 146 (Satisfactory must be earned with no indicators at the Unsatisfactory level.)

Unsatisfactory (U) below 146 (resubmission is required for indicators at the Unsatisfactory level)

Contextual Factors (25 points)

- The purpose of this component is to discuss relevant factors and how they may affect the teaching-learning process. Supports and challenges that affect instruction and student learning should be included.
- A two page report will be completed for this assignment and must include:
 - **Community, district and school factors.** Address geographic location, community and school population, socio-economic profile and race/ethnicity. You might also address such things as stability of community, political climate, community support for education, and other environmental factors.
 - **Classroom factors.** Address physical features, availability of technology equipment and resources and the extent of parental involvement. You might also discuss other relevant factors such as classroom rules and routines, grouping patterns, scheduling and classroom arrangement.
 - **Student characteristics.** Address student characteristics you must consider as you design instruction and assess learning. Include factors such as age, gender, race/ethnicity, special needs, achievement/developmental levels, culture, language, interests, learning styles/modalities or students' skill levels. In your narrative, make sure you address student's skills and prior learning that may influence the development of your learning objectives, instruction and assessment.
 - **Instructional implications.** Address how contextual characteristics of the community, classroom and students have implications for instructional planning and assessment. Include specific instructional implications for at least two characteristics and any other factors that will influence how you plan and implement your unit.
- Reports will be scored using the following:

Contextual Factors Assignment Rubric

Rating → Indicator ↓	1 Indicator Not Met	3 Indicator Partially Met	5 Indicator Met	Score
Knowledge of Community, School and Classroom Factors	Teacher displays minimal, irrelevant, or biased knowledge of the characteristics of the community, school, and classroom	Teacher displays some knowledge of the characteristics of the community, school, and classroom that may affect learning.	Teacher displays a comprehensive understanding of the characteristics of the community, school, and classroom that may affect learning.	
Knowledge of Characteristics of Students	Teacher displays minimal, stereotypical, or irrelevant knowledge of student differences (e.g. development, interests, culture, abilities/disabilities).	Teacher displays general knowledge of student differences (e.g., development, interests, culture, abilities/disabilities) that may affect learning.	Teacher displays general & specific understanding of student differences (e.g., development, interests, culture, abilities/disabilities) that may affect learning.	
Knowledge of Students' Varied Approaches to Learning	Teacher displays minimal, stereotypical, or irrelevant knowledge about the different ways students learn (e.g., learning styles, learning modalities).	Teacher displays general knowledge about the different ways students learn (e.g., learning styles, learning modalities).	Teacher displays general & specific understanding of the different ways students learn (e.g., learning styles, learning modalities) that may affect learning.	
Knowledge of Students' Skills And Prior Learning	Teacher displays little or irrelevant knowledge of students' skills and prior learning.	Teacher displays general knowledge of students' skills and prior learning that may affect learning.	Teacher displays general & specific understanding of students' skills and prior learning that may affect learning.	
Implications for Instructional Planning and Assessment	Teacher does not provide implications for instruction and assessment based on student individual differences and community, school, and classroom characteristics OR provides inappropriate implications.	Teacher provides general implications for instruction and assessment based on student individual differences and community, school, and classroom characteristics.	Teacher provides specific implications for instruction and assessment based on student individual differences and community, school, and classroom characteristics.	

Assessment Plan (25 points)

- The purpose of this component is to design an assessment plan to monitor student progress toward learning objectives. Multiple assessment modes and approaches that are aligned with learning objectives will be used to assess student learning before, during and after instruction.
- A report will be completed for this assignment and must include:
 - **On overview of the assessment plan.** For each learning objective include: assessments used to judge student performance, format of each assessment, and adaptations of the assessments for the individual needs of students based on pre-assessment and contextual factors. You may use a visual organizer such as a table, outline or other means to make your plan clear.
 - **Describe the pre and post assessments that are aligned with your learning objectives.** Clearly explain how you will evaluate or score the assessments, including criteria used to determine if the students' performance meets the learning objectives. Include copies of assessments and criteria for judging student performance (scoring rubrics, checklists, answer keys, etc.)
 - **Discuss your plan for formative assessment that will help determine student progress during the lesson or unit.** Describe the assessments that you plan to use to check on student progress and predict when you will use them (homework nightly, daily quizzes, etc.)
- Reports will be scored using the following:

Assessment Plan Rubric

Rating → Indicator ↓	1 Indicator Not Met	3 Indicator Partially Met	5 Indicator Met	Score
Alignment with Learning Objectives and Instruction	Content and methods of assessment lack congruence with learning objectives or lack cognitive complexity	Some of the learning objectives are assessed through the plan, but many are not congruent with learning objectives in content and cognitive complexity	Each of the learning objectives is assessed through the plan; assessments are congruent with the learning objectives in content and cognitive complexity	
Clarity of Criteria and Standards for Performance	The assessments contain no clear criteria for measuring student performance relative to the learning objectives	Assessment criteria have been developed, but they are not clear or are not explicitly linked to the learning objectives	Assessment criteria are clear and are explicitly linked to the learning objectives	
Multiple Modes and Approaches	The assessment plan included only assessment mode and does not assess students before, during and after instruction	The assessment plan includes multiple modes but does not assess student performance throughout the instructional sequence	The assessment plan includes multiple modes and assesses student performance throughout the instructional sequence	
Technical Soundness	Assessments are not valid; scoring procedures are absent or inaccurate; items are poorly written; directions and procedures are confusing to students	Assessments appear to have some validity. Some scoring procedures are explained; some items are clearly written; some directions are clear to students	Assessments appear to be valid; scoring procedures are explained; most items are clearly written; directions and procedures are clear to students	
Adaptations Based on the Individual Needs of Students	Teacher does not adapt assessments to meet the individual needs of students or these assessments are inappropriate	Teacher makes adaptations to assessments that are appropriate to meet the individual need of some students	Teacher makes adaptations to assessments that are appropriate to meet the individual need of most students	

Learning Objectives (20 points)

- The purpose of this component is to set significant, challenging, varied and appropriate learning objectives and to justify learning objectives established for the unit.
- A two page report will be completed for this assignment and must include:
 - **List the learning objectives** (not the activities) that will guide the planning, delivery and assessment of your unit. These objectives should define what you expect students to know and be able to do at the end of the unit. These objectives should be significant (reflect the big ideas or structure of the discipline), challenging, varied and appropriate. Number or code each learning objective so you can reference it later.
 - **Show how the objectives are aligned with appropriate standards.** (identify the source of the standards).
 - **Describe the types and levels of your learning objectives.** (types =cognitive, affective, psychomotor; levels = Bloom’s taxonomy & depth of knowledge chart)
 - **Discuss why your learning objectives are appropriate in terms of development; pre-requisite knowledge; and other student needs** (as referenced in your contextual factors).
- Reports will be scored using the following:

Learning Objectives Assignment Rubric

Rating → Indicator ↓	1 Indicator Not Met	3 Indicator Partially Met	5 Indicator Met	Score
Significance, Challenge and Variety	Objectives reflect only one type or level of learning.	Objectives reflect several types or levels of learning but lack significance or challenge.	Objectives reflect several types or levels of learning and are significant and challenging.	
Clarity	Objectives are not stated clearly and are activities rather than learning outcomes.	Some of the objectives are clearly stated as learning outcomes.	Most of the objectives are clearly stated as learning outcomes.	
Appropriateness For Students	Objectives are not appropriate for the development; pre-requisite knowledge, skills, experiences; or other student needs.	Some of the objectives are appropriate for the development; pre-requisite knowledge, skills, experiences; and other student needs.	Most objectives are appropriate for the development; pre-requisite knowledge, skills, experiences; and other student needs.	
Alignment with Appropriate Standards	Objectives are not aligned with appropriate standards.	Some objectives are aligned with appropriate standards.	Most of the objectives are explicitly aligned with appropriate standards.	

Design for Instruction
(30 points)

- The purpose of this component is to design instruction for specific learning objectives, student characteristics and needs, and learning contexts. You will describe how your unit instruction relates to unit goals, students’ characteristics and needs and specify learning context.
- A four page report will be completed for this assignment and must include:
 - **Results of pre-assessment.** After administering the pre-assessment, analyze student performance relative to the learning objectives. Depict the results of the pre-assessment in a format that allows you to find patterns of student performance relative to each objective. You may use a table, graph, or chart. Describe the pattern you find that will guide your instruction or modification of the learning objectives.
 - **Unit overview.** Provide an overview of your unit. Use a visual organizer such as a block plan or outline to make your unit plan clear. Include the topic or activity you are planning for each day/period. Also indicate the objective or objectives (coded from your Learning Objectives section) that you are addressing in each activity. Make sure that every objective is addressed by at least one activity and that every activity relates to at least one objective.
 - **Activities.** Describe at least three unit activities that reflect a variety of instructional strategies/techniques and explain why you are planning those specific activities. In your explanation for each activity include:
 - how the content relates to your instructional objective(s)
 - how the activity stems from your pre-assessment information and contextual factors
 - what materials/technology you will need to implement the activity, and
 - how you plan to assess student learning during and/or following the activity
 - **Technology.** Describe how you will use technology in your planning and/or instruction. If you do not plan to use any form of technology, provide clear rationale for its omission.
- Reports will be scored using the following:

Design for Instruction Assignment
Rubric

Rating → Indicator ↓	1 Indicator Not Met	3 Indicator Partially Met	5 Indicator Met	Score
Alignment with Learning Objectives	Few lessons are explicitly linked to learning objectives. Few learning activities, assignments and resources are aligned with learning objectives. Not all learning objectives are covered in the design.	Most lessons are explicitly linked to learning objectives. Most learning activities, assignments and resources are aligned with learning objectives. Most learning objectives are covered in the design.	All lessons are explicitly linked to learning objectives. All learning activities, assignments and resources are aligned with learning objectives. All learning objectives are covered in the design.	
Accurate Representation of Content	Teacher’s use of content appears to contain numerous inaccuracies. Content seems to be viewed more as isolated skills and facts rather than	Teacher’s use of content appears to be mostly accurate. Shows some awareness of the big ideas or structure of the discipline.	Teacher’s use of content appears to be accurate. Focus of the content is congruent with the big ideas or structure of the discipline.	

	as part of a larger conceptual structure.			
Lesson and Unit Structure	The lessons within the unit are not logically organized (e.g. sequenced).	The lessons within the unit have some logical organization and appear to be somewhat useful in moving students toward achieving the learning objectives.	All lessons within the unit are logically organized and appear to be useful in moving students toward achieving the learning objectives.	
Use of a Variety of Instruction, Activities, Assignments and Resources	Little variety of instruction, activities, assignments and resources. Heavy reliance on textbook or single source (worksheets)	Some variety in instruction, activities, assignments or resources but limited contribution to learning.	Significant variety across instruction, activities, assignments, and/or resources. This variety makes a clear contribution to learning.	
Use of Contextual Information and Data to Select Appropriate and Relevant Activities, Assignments and Resources	Instruction has not been designed with reference to contextual factors and pre-assessment data. Activities and assignments do not appear productive and appropriate for each student.	Some instruction has been designed with reference to contextual factors and pre-assessment data. Some activities and assignments appear productive and appropriate for each student.	Most instruction has been designed with reference to contextual factors and pre-assessment data. Most activities and assignments appear productive and appropriate for each student	
Technology	Technology is inappropriately used OR teacher does not use technology, and no rationale is provided	Teacher uses technology but it does not make a significant contribution to teaching and learning OR teacher provides limited rationale for not using technology.	Teacher integrates appropriate technology that makes a significant contribution to teaching and learning OR teacher provides a strong rationale for not using technology.	

Classroom Environment (25 points)

- The purpose of this component is to demonstrate an understanding of individual and group motivation and behavior to create a learning environment that encourages and supports student learning.
- A three to six page report will be completed for this assignment including a classroom arrangement diagram.
 - **Philosophical statement on your beliefs about classroom management:**
 - Describe what you believe to be your philosophy and teaching style.
 - Include how you will create and maintain a positive affective climate.
 - Include how you will create and maintain a culture of learning.
 - Reference theorists or theories that support your philosophy and teaching style.
 - **Management of transitions:**
 - List examples of transitions that will be used as students move from one activity to another.
 - **Expectations:**
 - List clear expectations for behavior during learning activities.
 - Explain how these expectations will be communicated to students, parents and administrators
 - **Monitoring of student behavior:**
 - Explain how students are monitored during instruction and how students who behave negatively during instruction are managed.
 - Describe techniques to maximize the effectiveness of classroom management.
 - **Classroom arrangement diagram:**
 - Draw a room arrangement map or maps for different types of activities including student seating arrangement, teacher desk, resources, displays, etc.
 - Include a written explanation of your choice of arrangement.
- Reports will be scored using the following:

Classroom Environment Plan Rubric

Rating → Indicator ↓	1 Indicator Not Met	3 Indicator Partially Met	5 Indicator Met	Score
Philosophical statement	Statement does not include description of philosophy or teaching style, no reference to supporting theory is made.	Statement includes description of philosophy and teaching style but does not reference supporting theory or theorists.	Statement includes description of philosophy, teaching style and a clear reference is made to supporting theory or theorists.	
Management of Transitions	No considerations for student to transition from one activity to another, learning environment is not predictable creating a sense of insecurity, development of student responsibility is not considered.	There is some evidence the transitions between activities have been considered, learning environment has some predictability, and plan encourages limited development of student responsibility.	Plan lists examples of transitions that will be used in unit activities to create a secure and predictable learning and develop student responsibility.	
Expectations	Minimal standards of conduct for student behavior, no plan for communicating standards.	Standards of conduct establish behavior expectations, but no plan for communicating standards is included.	Standards of conduct for learning activities are clear with a plan for communication.	
Monitoring of Student Behavior	Plan has little evidence of how students are monitored and managed during instruction, no effective techniques for management are included	Plan includes some evidence of how students are monitored and managed during instruction and some effective techniques for management are included.	Plan includes evidence of how students are monitored and managed during instruction and management techniques are effective and maximize student learning.	
Classroom Arrangement	Plan does not include room or student arrangement ideas, does not include a written explanation of arrangement choices.	Plan includes room arrangement ideas but explanation of choices is not comprehensive.	Plan includes several room arrangement ideas and a comprehensive explanation of choices.	

**Instructional Decision Making
(20 points)**

- The purpose of this component is to use on-going analysis of student learning to make instructional decisions and to provide two examples of instructional decision-making based on students' learning or responses.
- A three page report will be completed for this assignment and must include:
 - **Think of a time during your unit when a student's learning or response caused you to modify your original design for instruction. Cite specific evidence to support your answers to the following:**
 - Describe the student's learning or response that caused you to rethink your plans. The student's learning or response may come from a planned formative assessment or another source (not the pre-assessment)
 - Describe what you did next and explain why you thought this would improve student progress toward the learning objective.
 - **Now, think of one more time during your unit when another student's learning or response caused you to modify a different portion of your original design for instruction. Cite specific evidence to support your answers to the following:**
 - Describe the student's learning or response that caused you to rethink your plans. The student's learning or response may come from a planned formative assessment or another source (not the pre-assessment)
 - Describe what you did next and explain why you thought this would improve student progress toward the learning objective.
- Reports will be scored using the following:

Instructional Decision Making Assignment
Rubric

Rating → Indicator ↓	1 Indicator Not Met	3 Indicator Partially Met	5 Indicator Met	Score
Sound Professional Practice	Many instructional decisions are inappropriate and not pedagogically sound.	Instructional decisions are mostly appropriate, but some decisions are not pedagogically sound.	Most instructional decisions are pedagogically sound (i.e. they are likely to lead to student learning)	
Modification Based on Analysis of Student Learning	Teacher treats class as "one plan fits all" with no modifications	Some modifications of the instructional plan are made to address individual student needs, but these are not based on the analysis of student learning, best practice, or contextual factors.	Appropriate modifications of the instructional plan are made to address individual student needs. These modifications are informed by the analysis of student learning/performance, best practice, or contextual factors. Include explanation of why the modifications would improve student progress.	
Congruence Between Modifications and Learning Objectives	Modifications in instruction lack congruence with learning objectives.	Modifications in instruction are somewhat congruent with learning objectives.	Modifications in instruction are congruent with learning objectives.	
Implications for Future Teaching	Provides no ideas or inappropriate ideas for redesigning learning objectives, instruction, and/or assessment.	Provides ideas for redesigning learning objectives, instruction, and/or assessment but offers no rationale for why these changes would improve student learning.	Provides ideas for redesigning learning objectives, instruction, and/or assessment and explains why these modifications would improve student learning.	

Analysis of Student Learning (20 points)

The purpose of this component is for the candidate to use assessment data to profile student learning and communicate information about student progress and achievement. Analyze your assessment data, including pre/post assessments and formative assessments to determine students' progress related to the unit learning goals. Use visual representation and narrative to communicate the performance of the whole class, subgroups, and two individual students. Conclusion drawn from this analysis will be provided in the next assignment.

- A four page report will be completed for this assignment and must include:
 - **Whole class.** To analyze the progress of your whole class, create a table that shows pre and post assessment data on every student on every learning objective. Then, create a graphic summary that shows the extent to which your students made progress (from pre to post) toward the learning criterion that you identified for each learning objectives. Summarize what the graph tells you about your students' learning in this unit.
 - **Subgroups.** Select a group characteristic (e.g. gender, performance level, socio-economic status, language proficiency) to analyze in terms of **one learning objective.** Provide a rationale for your selection of this characteristic to form subgroups (girls vs. boys; high vs. middle vs. low performers). Create a graphic representation that compares pre and post assessment results for the subgroups on this learning objective. Summarize what these data show about student learning.
 - **Individuals.** Select two students that demonstrated different levels of performance. Explain why it is important to understand the learning of these particular students. Use pre, formative, and post assessment data with examples of the students' work to draw conclusions about the extent to which these students attained the two learning objectives. Graphic representations are not necessary for this subsection.
 - **Student work examples.** Include sample assessments from each of the groups in your narrative (i.e. whole, subgroup, individual).
- Reports will be scored using the following:

Analysis of Student Learning Assignment Rubric

Rating → Indicator ↓	1 Indicator Not Met	3 Indicator Partially Met	5 Indicator Met	Score
Clarity and Accuracy of Presentation	Presentation is not clear and accurate; it does not accurately reflect the data.	Presentation is understandable and contains few errors.	Presentation is easy to understand and contains no errors of representation.	
Alignment with Learning Objectives	Analysis of student learning is not aligned with learning objectives.	Analysis of student learning is partially aligned with learning objectives and/or fails to provide comprehensive profile of student learning relative to the objectives for the whole class, subgroups, and two individuals.	Analysis is fully aligned with learning objectives and provides a comprehensive profile of student learning for the whole class, subgroups, and two individuals.	
Interpretation of Data	Interpretation is inaccurate, and conclusions are missing or unsupported by data.	Interpretation is technically accurate, but conclusions are missing or not fully supported by data.	Interpretation is meaningful and appropriate conclusions are drawn from the data.	
Evidence of Impact on Student Learning	Analysis of student learning fails to include evidence of impact on student learning in terms of numbers of students who achieved and made progress toward learning objectives.	Analysis of student learning includes incomplete evidence of the impact on student learning in terms of numbers of students who achieved and made progress toward learning objectives.	Analysis of student learning includes evidence of the impact on student learning in terms of number of students who achieved and made progress toward each learning objective.	

Reflection and Self Evaluation (25 points)

The purpose of this component is for the candidate to analyze the relationship between his or her instruction and student learning in order to improve teaching practice. Reflect on your performance as a teacher and link your performance to student learning results. Evaluate your performance and identify future actions for improved practice and professional growth.

- A two page report will be completed for this assignment and must include:
 - Select the learning objective where your students were most successful. Provide two or more possible reasons for this success based on theory or research. Consider your objectives, instruction and assessment along with student characteristics and other contextual factors within your control.
 - Select the learning objective where your students were least successful. Provide two or more possible reasons for this lack of success based on theory or research. Consider your objectives, instruction and assessment along with student characteristics and other contextual factors within your control. Discuss what you could do differently or better in the future to improve your students’ performance.
 - **Reflection on possibilities for professional development.** Describe at least two professional learning objectives that emerged from your insights and experiences with the TWS. Identify two specific steps you will take to improve your performance in the critical area(s) you identified.

- Reports will be scored using the following:

Reflection and Self Evaluation Assignment Rubric

Rating → Indicator ↓	1 Indicator Not Met	3 Indicator Partially Met	5 Indicator Met	Score
Interpretation of Student Learning	No evidence or reasons provided to support conclusions drawn in “Analysis of Student Learning” section.	Provides evidence but no (or simplistic, superficial) reasons or hypotheses to support conclusions drawn in “Analysis of Student Learning” section.	Uses evidence to support conclusions drawn in “Analysis of Student Learning” section. Explores multiple hypotheses for why some students did not meet learning objectives.	
Insights on Effective Instruction and Assessment	Provides no rationale for why some activities or assessments were more successful than others.	Identifies successful and unsuccessful activities or assessments and superficially explores reasons for their success or lack thereof (no use of theory or research).	Identifies successful and unsuccessful activities and assessments and provides plausible reasons (based on theory or research) for their success or lack thereof.	
Alignment Among Objectives, Instruction and Assessment	Does not connect learning objectives, instruction, and assessment results in the discussion of student learning and effective instruction and/or the connections are irrelevant or inaccurate.	Connect learning objectives, instruction, and assessment results in the discussion of student learning and effective instruction, but misunderstandings or conceptual gaps are present.	Logically connects learning objectives, instruction, and assessment results in the discussion of student learning and effective instruction.	
Implications for Future Teaching	Provides no ideas or inappropriate ideas for redesigning learning objectives, instruction, and/or assessment.	Provides ideas for redesigning learning objectives, instruction, and/or assessment but offers no rationale for why these changes would improve student learning.	Provides ideas for redesigning learning objectives, instruction, and/or assessment and explains why these modifications would improve student learning.	
Implications for Professional Development	Provides no professional learning goals or goals that are not related to the insights and experiences described in this section.	Presents professional learning goals that are not strongly related to the insights and experiences described in this section and/or provides a vague plan for meeting the goals.	Presents a small number of professional learning goals that clearly emerge from the insights and experiences described in this section. Describes specific steps to meet these goals.	