

**PROCAT**

PROSPECTS COLLEGE OF  
ADVANCED TECHNOLOGY

## **Feedback Comments**

## Written Feedback – Assessment for Learning

### Assessment for Learning

Is the process of seeking and interpreting evidence for use by learners and their tutors to decide where the learners are in their learning, where they need to go and how best to get there.

### Try using the Feedback Sandwich

People seem to cope better with the Good News first, the Bad News and finally ending with more Good News. One way to do this is to use the 'feedback sandwich' that has three features:

- First strengths are identified (praise)
- Weaknesses (development needs) are identified
- Options for improvement are explored. End on a positive note

### OR 2 stars and a wish

- Two stars = 2 things that are good about the piece of work
- A wish = something they can improve on to make it even better

### Formative assessment

- Help students identify their strengths and weaknesses and target areas that need work
- Help faculty recognise where students are struggling and address problems immediately

### Summative assessment

- An end of unit exam
- A final project or unit of work

## **Effective Phrase Templates for Constructive Criticism**

### **Accuracy**

- You need to manage your work more accurately.....for example
- Your work includes avoidable mistakes.....for example
- You need to focus on achieving results with accuracy and precision.....for example

### **Achieve**

- You need to focus more on your timely outcomes.....for example
- You need to apply different strategies to reach a good end result.....for example
- You need to include more information in your assessment.....for example

### **Presentation**

- Your work is sometimes (often) unorganised (messy).....for example
- You need to take more time to ensure your work is accurate.....for example

### **Communication**

- You need to communicate when you are unsure.....for example
- You have missed the opportunity to.....for example

### **Interpersonal Skills**

- You sometimes demonstrate behaviour toward others that interferes with effective learning...for example
- You need to improve relationships with peers (your tutor).....for example

### **Judgment**

- You have made some decisions that were not effective.....for example
- At times, I am not sure that you make the right choices.....for example

**Positive**

**Needs  
Improving**

**GENERAL COMMENTS**

You have shown an excellent standard of achievement.

You have worked quietly and not allowed others to distract you.

You have set a very high standard for yourself.

Work is always impeccable.

Taken the trouble to work things out for yourself.

Displayed an excellent range of skills while you were.....

Excellent powers of observation.

Made a serious attempt to improve your performance.

Have made good progress through persistent effort.

Should be commended for exceptionally hard work.

Never gave up trying despite difficulties.

Work is good when you set your mind to it, this is demonstrated.....

Noticeable improvement in .....

Are showing promise in.....

An increasing awareness is improving your.....

Steady progress has been maintained in.....

Work is meticulous even if rather slow but if.....

	You are capable of working hard despite distractions of your classmates, however.....
	Have achieved a good standard, but if.....
	Have maintained a reasonable standard, but if.....
	Have potential for improvement if.....
	Capable of better work but you lack concentration.
	Much too chatty, therefore leading to.....
	Silly mistakes could be eradicated if more concentration is applied.
	Work is rarely finished due to.....
	Poor attitude produces careless work.
	You need to recognise the value of concentration. Don't allow your attention to wander.
	Inclined to rush your work just to be finished.
	Have made excessive demands on tutor's time, be confident in your abilities.
	Don't let disappointments hold you back when doing.....

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## MATHEMATICS

Tables fluent - good at mental arithmetic.

Good understanding of concepts.

Sound basic knowledge when.....

Ability to estimate, for example.....

Usually a quick worker when.....

Ability to work with speed and accuracy.

Learnt new concepts with ease.

Ability to work independently when.....

Tackle difficulties readily when/for example.....

Have tackled problems unaided.

Have formed clear ideas about relations of number / time / capacity

Achieving a greater awareness of mathematical processes.

Have a sound appreciation of mathematical relationships, for example.....

Tried hard to overcome difficulties when.....

Are making good progress because.....

Are slowly overcoming your fears and frustrations of.....

Making progress with concrete experience but have poor grasp of.....

Tried hard to overcome difficulties when.....

Are slowly overcoming your fears and frustrations of.....

Are not finding it easy but becoming more confident with.....

Are unable to remember methods such as.....

	Are failing to make progress because.....
	Have difficulty converting measurements, for example.....
	Work is slapdash and careless.
	Clearly written figures would lead to more accurate work.
	Need more practice with.....

## Written Communication Skills

Creative writing when.....

Work displays creativity and understanding, for example.....

A pleasing flow when.....

Well-presented and accurate.

Good understanding of abstract ideas, such as.....

Shown sensitivity to the world of ...

Unusual perception of.....

Unusual flair for descriptive pieces, such as .....

Have acquired an effective vocabulary.

Attempted to describe and discuss....

Beginning to write reasonable sentences.

Handwriting clear and legible.

Tried hard to overcome difficulties.

Good ideas but lacking construction and vocabulary.

Lacking in ideas, for example....

Need to use a wider vocabulary when.....

Persisted in using....

Good work produced but only with great effort. Work is painstaking, for example....

Incorrect letter construction leads to untidy writing.

Too hurried and untidy. Presentation poor.

Cannot read your own writing.

Have ability but lacking effort.

Need to read questions more carefully.

Need to gain more confidence in/when.....

## Presentation skills

	Have a clear and concise style of speaking when discussing.....
	Fluent, clear speech.
	Speech effective and concise when.....
	Has ability to speak clearly, for example.....
	Speaks clearly and confidently when.....
	Has a good spoken vocabulary / expression.
	Will speak freely and spontaneously.
	Excellent timing and rhythm used in speaking, for example.....
	Persuasive and audible talker when.....
	Can describe events clearly when.....
	Can give instructions competently when.....
	Can recite expressively when.....
	Finds spoken expression difficult because of lack of self-confidence.
	Very uneasy in speech but if.....
	Finds conversation difficult when.....
	Useful openings left undeveloped but if.....
	Inability to speak with confidence and needs to.....
	Needs constant encouragement to speak.
	Speech lacks fluency, for example....
	Speech sometimes hesitant but if.....