

# AI Assessment Design Quick Guide

Use this faculty guide when using AI to help draft, revise, or improve assessments.

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## 1. Start with the Learning Objective

Before using AI, identify what students should be able to do.

*Example: Analyze a case study and recommend an evidence-based solution.*

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## 2. Specify the Assessment Type

Tell the AI what kind of assessment you need:

- Formative assessment
  - Summative assessment
  - Performance-based assessment
  - Discussion prompt
  - Quiz question
  - Project rubric
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## 3. Indicate the Level of Thinking

Be explicit about the cognitive level you want students to demonstrate:

- Recall
  - Understanding
  - Application
  - Analysis
  - Evaluation
  - Creation
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## 4. Review for Alignment

### Ask:

- Does this assessment measure the intended objective?
- Is the task appropriate for the course level?
- Does it require the type of thinking I want students to demonstrate?
- Are the instructions clear?

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## 5. Refine for Quality

**AI-generated assessments should be revised before use.**

### Check for:

- Clear directions
- Appropriate difficulty
- Discipline-specific context
- Explicit success criteria
- Inclusive and accessible language

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## Example AI Prompt

Create a performance-based assessment for an undergraduate course on *[topic]*. The assessment should require students to *[learning objective]*. Include clear instructions, criteria for success, and a short rubric.

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## Key Reminder

AI can generate assessment ideas quickly, but alignment must be intentional. Faculty expertise is still essential for ensuring quality, rigor, and meaningful student learning.

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