

					
<b>Time on task:</b>	Baseline: task takes less than 30 minutes to complete and can be completed in a single night.	May raise workload slightly above baseline for one day <i>or</i> Would not raise workload above baseline if student worked steadily, but student has several days to complete task.	May raise workload above baseline significantly for one day or slightly for several days.	May raise workload above baseline significantly for several days.	May raise workload above baseline significantly for several days.
<b>How frequently are these tasks occurring?</b>	Daily	Several times a unit / weekly	Once or twice a unit / weekly to monthly	Once a unit / every 3-4 weeks or less frequently.	Once a semester
<b>Will it be assessed in a summative way?</b>	No, not directly.	Perhaps, but as a stand alone assignment it won't influence the grade too much, if at all.	Yes, and as a stand alone assignment it can influence your grade.	Yes, and as a stand alone assignment it will influence your grade.	Yes, and has the potential to significantly change your grade (20% of semester grade or more).
<b>Does it require collaboration?</b>	No	No	Perhaps, but it is minor, optional or can be completed during class time.	Perhaps	Perhaps
<b>Will there be a public component?</b>	No	No	Perhaps	Perhaps	Perhaps
<b>Is revision, rehearsal, or repeated practice an important and integral part of the assignment?</b>	No	Perhaps	Perhaps	Yes	Yes
<b>Examples:</b>	<ul style="list-style-type: none"> <li>★ Reading</li> <li>★ Short problem sets</li> <li>★ Musical practice</li> </ul>	<ul style="list-style-type: none"> <li>★ Vocabulary or reading quizzes</li> <li>★ Lengthy or graded problem sets</li> <li>★ Formative quizzes</li> </ul>	<ul style="list-style-type: none"> <li>★ Socratic seminars</li> <li>★ Convincing arguments</li> <li>★ Graded quizzes</li> <li>★ Short papers / responses (1 to 2 pages double-spaced)</li> </ul>	<ul style="list-style-type: none"> <li>★ Unit tests</li> <li>★ Projects</li> <li>★ Shorter Research papers (3 to 5 pages double-spaced)</li> </ul>	<ul style="list-style-type: none"> <li>★ Final exams</li> <li>★ Culminating projects</li> <li>★ Longer research papers (more than 5 pages double-spaced)</li> </ul>