

Appendix A

Chapter 24 “Failing Assessment” by Wendy Hargreaves

Table 24.1 Action Plan for Future Success

| FACTORS THAT CONTRIBUTED TO FAILING A TASK | TICK ✓ | ACTION <i>I can change this next time by...</i> <i>I can seek help to change this by...</i> <i>I can investigate this situation further by...</i> |
|--|-----------|--|
| I didn't understand part or all of the assessment task requirements. | | |
| I misinterpreted part or all of the task. | | |
| I didn't observe the required number of words. | | |
| I left something out of the task. | | |
| I included work that wasn't relevant to the specified task. | | |
| I had errors in the work I submitted. | | |
| I had insufficient references providing evidence. | | |
| I didn't correctly cite my sources of information. | | |
| I didn't refer to the case study I was given. | | |
| I didn't paraphrase correctly. | | |
| I didn't do my own work. I claimed work from someone else or from artificial intelligence as my own. | | |
| I worked with other people on my assignment or exam when it should have been an individual task. | | |
| I performed poorly on the day of the exam. | | |
| I cheated in an exam. | | |
| I couldn't remember everything I needed for my exam. | | |

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|---|-----------|--|
| I didn't study or prepare for some of the topics asked in my exam. | | |
| I didn't attend my exam. | | |
| I failed due to non-attendance at class or another mandated event, other than an exam. | | |
| I had technological difficulties in completing a task or exam. | | |
| My practical skills were not adequate for a practical skills test. | | |
| I believe my assessment item was graded inaccurately. | | |
| I believe my assessment item was graded unfairly. | | |
| I didn't submit part or all of the assessment. | | |
| My writing skills affected my grade negatively. | | |
| My writing style wasn't appropriate for the specific task e.g., it was too descriptive, emotive, personal, not analytical, not critical, not reflective. | | |
| My ability to speak or write in English affected my grade badly. | | |
| My maths skills affected my grade negatively. | | |
| I didn't show all my working in a maths task. | | |
| I used a calculator or an online calculator when I shouldn't have. | | |
| A personal circumstance disrupted my study and ability to perform or complete a task e.g., health, safety, finance, caring for others, living arrangements, lack of a personal support network that values study. | | |
| I have an ongoing physical or mental health condition that impacted my study. | | |
| I experienced a change in life that affected my priorities and/or time. | | |

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|--|-----------|--|
| I did not manage my time well, and ran out of time so I produced poor or incomplete work. | | |
| I had more commitments that I had time to meet them. | | |
| I procrastinated. | | |
| I think I self-sabotaged my work (consciously or unconsciously did something to block my success). | | |
| I had difficulty understanding the whole subject I'm studying. | | |
| I don't know what I did wrong. | | |
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