Checklist for self-auditing assessments in the world of AI

As AI models, AI-powered tools, and large language models are constantly emerging and improving, this checklist can help you get started in thinking about adaptions to consider in your course.

Explicit instructions to students on appropriate use of AI in your course

☐ Speak to students about acceptable usages of AI in assessment tasks**.** Review Conversation Starters with Students.

☐ Include explicit text in assessment instructions, course outlines and Moodle on appropriate use of AI in assessments. Review Assessment Instruction Templates on the use of AI for Course Convenors (August 2023).

Redesign and backwards design

Consider the learning objectives then proceed to "backward" create lessons and assessments that best allow students to demonstrate achieving those goals.

☐ Consider assessing 'the process of learning' as opposed to 'the product of learning.'

☐ Consider ways in which you can incorporate the principles of "Assessment for Learning" in your course.

☐ Consider assessment alternatives including viva voce, interviews, project-based learning, e-portfolios, self and peer evaluations.

☐ Consider flipped assessments where students solve the problem with AI and assess the outcome. Include critical thinking and reflective exercises where students share prompts, AI model settings and output, and identify gaps in their learning.

☐ Incorporate authentic assessment by contextualising real-world relevance within tasks and sub-tasks. Provide opportunities for collaboration to enable students to examine the task from different perspectives.

Online Quizzes

☐ Consider use of regular online quizzes with a lower weighting attached to each task or as formative assessments to prepare students for high-stakes ones.

☐ Avoid simple Google-able questions. Ensure the questions are written in a way that tests students' understanding, context, and ability to apply and use concepts, not just recall of information.

☐ Incorporate questions that reference graphs and diagrams. Note: Some AI models such as BingAI and ChatGPT-4 accept image inputs; however, the accuracy is still in development.

☐ Adjust questions to include the use of their unique and/or authentic context. E.g. referencing a lab experiment or reflections. Note: This requires careful design to ensure academic integrity as some AI tools can produce outputs of a passable quality.

☐ If the quiz has a larger weighting, consider on-campus invigilation.

Written Assignments (e.g. lab reports, essays)

☐ Personalise or situate the report by requiring students to include context (in-class activities, integrating specific course materials such as particular scholarly articles) or engagement with some external factors.

☐ Add reflections that require students to write about their own experiences.

☐ Add an oral component to written assessments where students have informal conversations with the tutors to explain how they approached the task. E.g. interactive orals.

☐ Consider having students demonstrate their writing process by keeping a record of their drafts, notes, annotated bibliographies, self and peer feedback drafts. Provide clear instructions in the assessment requirements.

Oral Assessments

☐ Ensure the presentation tests students' understanding and context, not just content. E.g. Critical thinking, references, integration of course materials.

☐ Consider a discussion-based informal component towards the end of the presentation.

Designing alternative assessments in the world of AI

Can you redesign your assessment to meet the learning outcomes by adding or applying an alternative method?

Examination	Coursework	Practical
Closed book exam	Annotated bibliography	Academic text review
Debate	Blog	Design pitch
Essay	Case study/Scenario	Exhibition
Multiple choice questions	Concept map, data, diagrams	Group project, presentation
Open book exam	Discussion	Individual presentation
Report	Literature Review	Interview
Time-constrained practical exam	Mock journal article/Writing for a publication	Lab report
Viva voce (Oral assessment task)	Mock research funding bid	Observation report
	Personal development plan	OSCE (Objective structured clinical examination)
	Podcast	Performance
	Portfolio	Placement/WIL activity
	Project, Project plan, Capstone project, Lesson plan, Health care plan	Practical demonstration
	Reflective diary/journal	Problem solving scenario
	Research poster	Role play simulation
	Video	Simulation activity
	Vlog	
	Wiki	

We welcome your input.
Scan to add your feedback about the checklist.
We invite you to share examples of your challenges and/or solutions.