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Task cheat sheet
Multiple choice & highlight

Multiple choice

Which is shorthand for Carbon?
- ● Ca
- ○ Cu
- ○ C

- Identify features of **x**
- Identify the **n**th step of a process.
- Identify the missing aspect of an explanation of **x**
- Identify the correct/incorrect explanations of **x**
- Identify the root cause of an issue in a scenario or short case study.
- Choose the most appropriate action/solution for a scenario or short case study
- Identify the commonalities or differences between **x** and **y**

Choice matrix

	Tea	Coffee
A	✔	
B		✔

- Identify a series of statements as true/false
- Identify shared aspects or features of **x**, **y**, and **z**
- Identify steps in a process that contain **x**, **y**, or **z**
- Tick features or parts of **x** as which likert-type columns they fall into e.g. Very important **>** somewhat important **>** important...
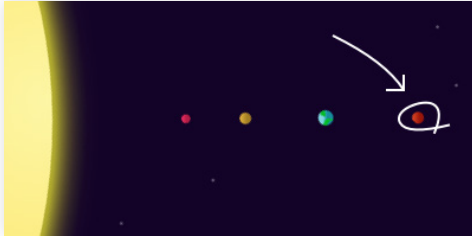
Highlight text

The quick brown fox jumped over the lazy dog and the sleeping cat.

- Spot the mistakes in a definition of **x**
- Highlight examples of **x**
- Highlight the similarities or differences to **x** when given a related topic or example
- Highlight parts of a process where **x** occurs.
- Highlight terms relating to **x** in a "word jumble"

![iQualify - Powered by learning]
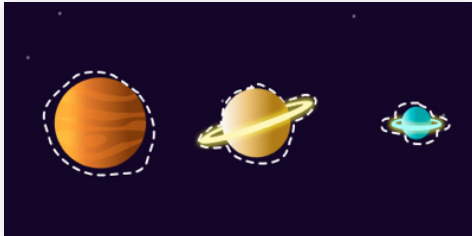
Task cheat sheet
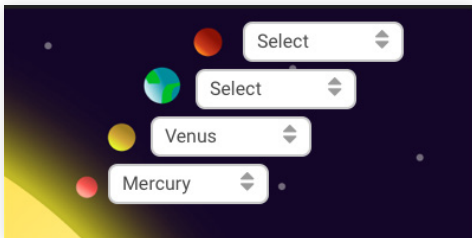## Highlight & image label

Draw on image

- Identify (circle/cross etc.) a particular part or feature of **x**
- Identify examples of **x**
- Identify where **x** (of parts of **x**) exist on a spectrum or quadrant
- Identify mistakes in an image showing the parts or process of **x**
- Draw arrows to show relationships or causation

Hot spot

- Identify parts of an object, tool or process
- Identify characters or features relating to **x**
- Choose the correct part of a diagram or process
- Identify mistakes in an image showing the parts or process of **x**
- Identify where a label should be placed on a spectrum or quadrant

Image dropdown

- Labels parts of an object, tool or process
- Label characters or features relating to **x**
- Label items given on a spectrum or quadrant

Task cheat sheet
Fill in the blanks

Cloze matching

The quick ⸺⸺⸺⸺
fox ⸺⸺⸺⸺ over the
⸺⸺⸺ dog.
jumped

- Labels parts of an object, tool or process
- Label characters or features relating to **x**
- Fill in the missing terms in a definition or explanation of **x**
- Fill in the missing items in a chain of events e.g. a timeline or
- Fill in the missing terms in a "six degrees of separation" task
- Fill in the blanks in a table of term-definition, cause-effect, image-meaning etc
- Construct a phrase or sentence relating to **x** made entirely of blanks

Cloze dropdown

The quick [⇕]
fox [⇕] over the
[⇕] dog.

- As for cloze matching, but cloze dropdown suits when the blanks are unrelated terms

Cloze type

The quick [ ]
fox [ ] over the
[ ] dog.

- As for cloze matching, but cloze dropdown suits when the blanks are unrelated terms that do not have too many alternatives that could be used (makes marking easier)
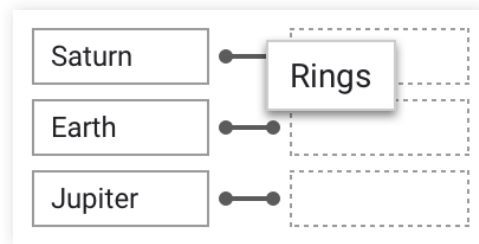
![iQualify — Powered by learning]

Task cheat sheet
Sort & match

Ordering
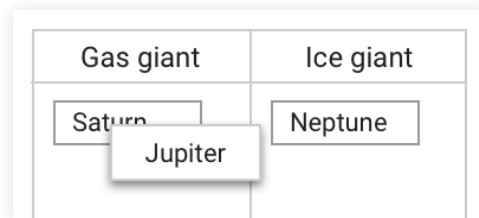
| ↑↓ Venus |
| ↑↓ Earth |
| ↑↓ Mars |

- Sort steps/parts of **x** into the correct order
- Rank the "correctness" of statements about **x**
- Rank the importance of aspects of **x**
- Rank examples as to how well they exhibit **x** (Note this kind of task would be a bit more high-level than "remember" and "understand")
- Order statements to re-tell a story or scenario

Matching

Saturn	● ━	Rings
Earth	● ━	
Jupiter	● ━	

- Match terms to definitions
- Match cause to effect
- Match tool to application
- Match theory to example/practice
- Match quote/idea to author
- Match drawings or labels to descriptions

Classification

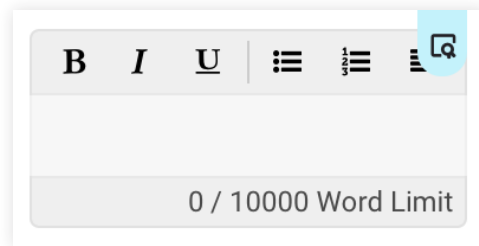| Gas giant | Ice giant |
| Saturn | Neptune |
| Jupiter | |

- Sort statements into whether they are true or false
- Sort features or parts of **x** into categories
- Sort features or parts of **x** into likert-type columns e.g. Very important **>** important **>** not important
- Sort items into examples and non-examples of **x**
- Sort items into best-practice and not-so-best-practice
- Sort items into the different theories they exhibit
- Sort items into a table version of a venn diagram where the middle column is similarities between the two concepts
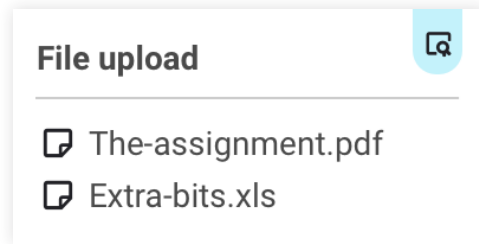
Task cheat sheet
Written, recorded, charts & graphs

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Essay

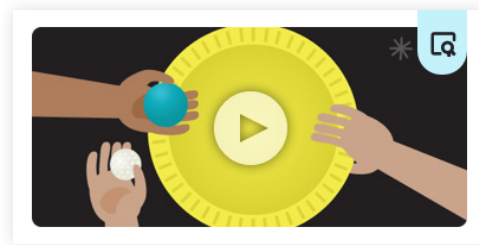| B | I | U | ≡ | ≡ | ≡ |

0 / 10000 Word Limit

- Explain the meaning/function of **x** in their own words
- Comment on mistakes or false information given in a piece of text/audio/video
- Differentiate between examples (and non-examples) of **x**
- Find and describe real-world examples of **x**
- Write a short story about **x** being used/applied correctly

File upload

File upload

📄 The-assignment.pdf

📄 Extra-bits.xls

- Draw a quick picture, "doodle", or infographic that captures the essence of **x**
- Create a concept map of **x** either as an opportunity to engage their prior knowledge or for revision
- Create a know, think, wonder chart for the topic
- "Show they know" the topic in any format of their choosing

Video or audio

- Explain **x** in their own (spoken) words
- Give a presentation on **x**
- Capture themselves demonstrating a specific skill
- Roleplay a scenario

Numberline

25kg

0   10   20   30   40   50

- Place events, theories or historical figures on a timeline
- Label levels of a model or theory
- Classify characters, actions or theories on a scale of any relevant measure e.g -10 being conservative, 0 being neutral, and +10 being progressive, or 0-5 more like a Likert scale