**Purpose**

Answers the question "Why am I doing this?"

Explains the skills or knowledge this assignment is designed to demonstrate, as well as why this is important in the grand scheme of things.

**Task**

Defines "What do I need to do?"

List steps, and points out any common mistakes or challenges involved in this assignment.

**Criteria for Success**

Shows students "How do I get a good grade?"

Rubric or checklist of successful submissions can go here. Also examples of student work from previous semesters.

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**Rubric**

Pair with a rubric (or checklist of characteristics of successful work) for even more impact.

**Reflection**

Ask students to reflect on their process, their graded work, and what they have learned.

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**References**


Winkelmes et al, "A Teaching Intervention that Increases Underserved College Students’ Success." Peer Review18,1/2(Winter/Spring 2016).