

Test Correction Sheet and Policy Card

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Free. No email required. Grades 6-12.

Page 1 is the student sheet. One block per missed item. Box 2 is the one that does the work, and it is the one that makes copying an answer off a neighbour useless — you cannot copy somebody else's misconception. "Careless mistake" is not an acceptable entry in box 2 more than once per test.

Item # _____ Correction 1 of 3

1. What I put

2. Why I put it — the belief, not "I didn't study"

3. The right answer, and where I found it (page, slide, notes, worked line)

4. What would make me miss this again — a trigger, not a resolution

Item # _____ Correction 2 of 3

1. What I put

2. Why I put it — the belief, not "I didn't study"

3. The right answer, and where I found it (page, slide, notes, worked line)

4. What would make me miss this again — a trigger, not a resolution

Item # _____ Correction 3 of 3

1. What I put

2. Why I put it — the belief, not "I didn't study"

3. The right answer, and where I found it (page, slide, notes, worked line)

4. What would make me miss this again — a trigger, not a resolution

Policy card — write it down, hand it out, do not vary it by student

Fill this in, photocopy it, and staple it to the first test of the term. Parents are reasonable about a policy that exists and furious about one that appears to change by student.

- **Credit.** Up to _____ of the missed points back, capped at a score of _____.
- **Deadline.** Corrections are due within _____ of the test being returned.
- **Who.** Everyone corrects, including the 97. Corrections are not what happens when you fail.
- **Requirement.** Box 2 must be complete and specific or the correction earns nothing.
- **Where.** First corrections are done in class, not as homework.
- **Retakes.** A completed correction is the price of admission to a retake.
- **Accommodations.** Handled through the plan. The requirement is the thinking, not the handwriting — box 2 may be answered out loud.
- **District policy.** Check your board's grading and reassessment language before you announce any of the above.

Teacher sorting sheet — read them as a class set

Do not read 150 papers. Sort the box-2 responses into piles by misconception. Five minutes of sorting tells you what to reteach tomorrow, which is the only reason to collect them.

Misconception named in box 2	How many students	Reteach how, and when

The evidence of learning is not the corrected test. It is what you teach differently on the next item of that type, and whether the same misconception shows up again on the unit after this one. If it does, the corrections were decoration.