

Mini-Assessment of Learning – Requirements Discovery

Thinking

The use of critical and creative thinking skills and/or processes

Note-Taking Matrix

Use of processing skills: analysing and interpreting what the stakeholder said

Look-for	Never	Sometimes	Often	Always
Quotes are relevant to the overall challenge presented				
Needs or pains accurately summarized				
Frequency (how often) is accurate				
Impacts are reasonable and clear				
Constraints are accurate				
Opportunities or ideas are meaningful and connected to other items in same row				

COMMENTS

Job Stories

Use of processing skills: synthesizing the notes into the problem that needs solving

Look-for	Never	Sometimes	Often	Always
Situation is clearly defined				
Motivation – what the user is trying to get done – is plainly identified				
Outcome – what changes – is defined				
Job stories are not tied to a particular user				

COMMENTS

Level of Achievement – Thinking

Level 1 (50–59%)	Level 2 (60–69%)	Level 3 (70–79%)	Level 4 (80–100%)
Uses processing skills with limited effectiveness	Uses processing skills with some effectiveness	Uses processing skills with considerable effectiveness	Uses processing skills with a high degree of effectiveness

Communication

The conveying of meaning through various forms

User Stories

Expression and organization of ideas; use of the conventions of the discipline

Look-for	Never	Sometimes	Often	Always
User (who) is plainly identified				
Task (what) is understandable and tied to the user's role				
What gets done (why) is reasonable & clear				

COMMENTS

Acceptance Criteria

Communication for different audiences and purposes; use of the conventions of the discipline

Look-for	Never	Sometimes	Often	Always
At least one happy path acceptance criteria provided for each scenario (A, B, and C)				
Context or pre-condition stated plainly				
Action is specific				
Observable outcome is specific and measurable with clear pass/fail conditions				
Avoids spelling out <i>how</i> functionality is implemented in UI or coding terms				
Hits the right notes for audience and purpose – not generic and matching intended user and purpose				

COMMENTS

Level of Achievement – Communication

Level 1 (50–59%)	Level 2 (60–69%)	Level 3 (70–79%)	Level 4 (80–100%)
Expresses ideas, and communicates for audience and purpose, with limited effectiveness	Expresses ideas, and communicates for audience and purpose, with some effectiveness	Expresses ideas, and communicates for audience and purpose, with considerable effectiveness	Expresses ideas, and communicates for audience and purpose, with a high degree of effectiveness