Guidance for Designing and Analyzing *Exit Tickets*

For all teachers, time is a precious resource. Having best practices in place for designing and reviewing *Exit Tickets* to reflect on your own teaching is key to ensuring learning happens in the classroom, as well as working on your personal teaching challenges.

Design to Pinpoint Depth of Student Understanding	- Start your lesson planning with the *Exit Ticket* question in mind. That way, you'll hit the key points that will convey the most important content of the lesson. - Vary format (for example, use both multiple choice and open-ended questions) and rigor (for example, drafting questions that build on each other) for a more complete picture of student comprehension. The sequence of questions can help you identify exactly where understanding breaks down. - Include "why" and "how" questions in your *Exit Ticket* to see whether students demonstrate reliability in their mastery of concepts. - Keep questions short. *Exit Tickets* should take no more than 5 minutes for students to complete.
Analyze Data Efficiently	- Sort data immediately, either tallying student responses or sorting into piles based on correct/incorrect responses. - Identify the "why's" behind both successes and errors in student responses. - Make quick notes directly on the *Exit Ticket* for areas that need future reinforcement. - Figure out what to do with the data you glean from the *Exit Tickets*: reteaching if the entire class needs more work on the concept; giving the entire class small additional practice on a concept; or putting together small tutoring groups for those students that need it.. - Consider giving *Exit Tickets* back to students the next day to correct or redo.