## 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.

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