



Creating an Assessment Prism

Desk-top assessment prisms are a useful way for pupils to show how they are feeling about their work at any given time. They are simple to flip over to discreetly show their current mood.



✓ After making this resource you will be able to...

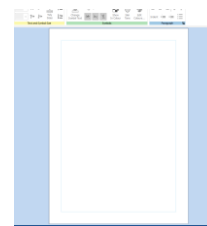
- Create a printable colour resource
- Use a table
- Add text and symbols
- Use colour



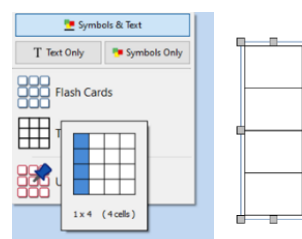
This activity will take you approximately **5 minutes** to complete.

Setting Up Your Document

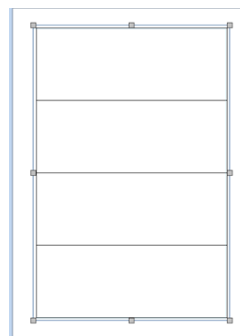
1. Create a new document. For this example, keep it in portrait mode.



2. Use the **Create Toolbar** to make a 1 x 4 **Table, Symbols & Text**. Click to place on page.

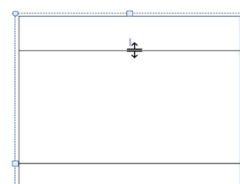


- Use the drag handles to adjust the size and shape to fill the page.

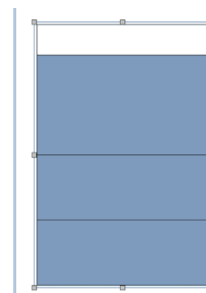


Completing Your Table

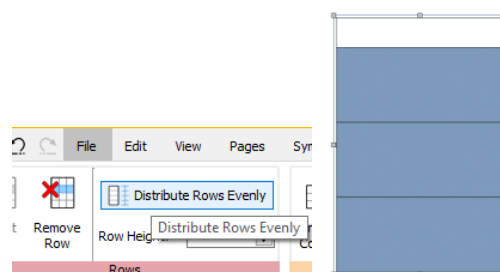
- Drag the first internal horizontal line so that the first cell is smaller.



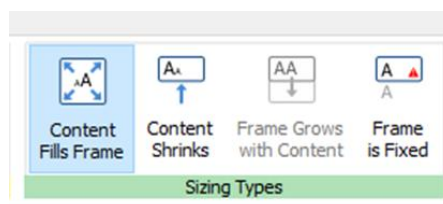
- Click and drag to highlight the remaining three cells.



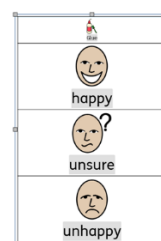
- In the **Table Layout** tab, in the **Rows** group, click the button to **Distribute Rows Evenly**. This will ensure these 3 cells are the same size.



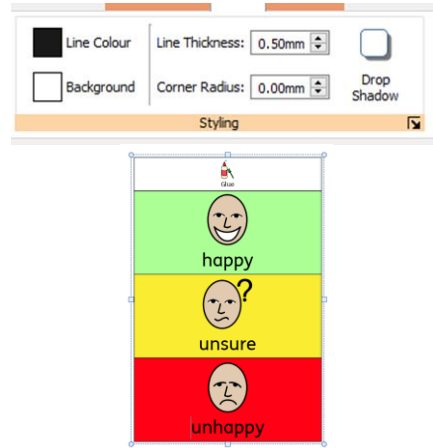
- Select the whole table. In the **Cells** tab, in **Sizing Types**, choose **Content Fills Frame**.



- In the top, smaller cell type the word 'glue'. In the other 3 cells type a positive, mid-range, and negative statement to reflect how you want the students to express themselves. I have used happy, unsure, unhappy but there are many alternatives e.g. I've got it, I've nearly got it, I need help.



9. Click on each cell in turn and change the **Background** colour in the **Styling** group to match the example shown.



Saving and Printing

Once you are happy with your document click the **File** tab and select **Save As** → **Save Document As**. Print the sheet for use (card is recommended for a more sturdy result). This example makes a full-size prism, but you could make smaller examples if preferred.

