

Checklist for Implementing Exemplar Planning

Exemplar Planning Overview:

Exemplar Planning is a strategy used to model and define what success looks like for students by setting clear examples of high-quality work. This involves intentionally planning and creating exemplars—models of what excellent work looks like—that guide students’ understanding of the criteria they need to meet. These exemplars are shared with students to clarify expectations and help them self-assess their progress.

Checklist for Implementing Exemplar Planning:	
1. Identify the Objective and Criteria for Success: Clearly define the learning objective and the specific criteria that represent mastery. What exactly should students demonstrate in their work to be considered proficient or advanced?	☐
2. Analyze the Content and Skills Required: Break down the skills and content knowledge that students need to successfully meet the objective. Ensure the exemplar highlights these key elements.	☐
3. Create or Select Exemplars: Develop exemplars that reflect the level of quality you expect from students. Exemplars should vary in complexity to showcase both proficient and advanced work, illustrating a range of what success looks like.	☐
4. Anticipate Common Misconceptions: Consider potential errors or misunderstandings students might have when working toward the objective. Use the exemplars to directly address these pitfalls.	☐
5. Plan How to Introduce and Use the Exemplars: Decide when and how you’ll share the exemplars with students. Will they be introduced before independent work, during guided practice, or as a self-assessment tool?	☐
6. Provide Clear Explanations and Discussions: When presenting the exemplars, explain why the work meets or exceeds expectations. Engage students in discussions about what makes the exemplar effective, linking back to the criteria for success.	☐
7. Use Exemplars for Ongoing Reflection and Feedback: Revisit exemplars throughout the unit to reinforce expectations and support students in self-assessing their work. Provide opportunities for students to compare their work against the exemplar and make improvements.	☐

Source: Teach Like a Champion 3.0

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