

1 recap

summarize and list

which activity(ies) did you do? And from what intentions?

WHY

To outline exactly on what you are going to check.

HOW

By summing up your earlier outlined intentions and actions.

WHAT

List the data below on the Check-worksheet. Did you go through the earlier Build@Home steps? Check the roadmap you filled in at process step 2: define.

1. realised activity(ies)
2. defined target group(s)
3. main international competencies to be strengthened through the activity (learning objectives)
4. the place in the curriculum where the teaching activity was implemented (educational spots)

2 review

analyse and conclude

how was the activity and were the goals achieved?

WHY

Evaluating gives you insight into results achieved and the perceptions of those involved. You examine what went well, but also what was disappointing or unsuccessful.

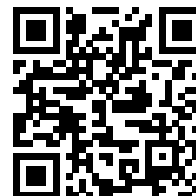
HOW

By analysing the results of the survey phase you took and the end of the activity. (See 'experience phase')

WHAT

Smartly summarise on the downloaded check-worksheet the survey outcomes.

1. How is the rating?
2. What went well and what could have been better?
3. What can be concluded? Define the points of improvement and consideration.



HOW

3 revise

correct and improve

what are the areas for improvement or change?

WHY The purpose of revision is to refine, improve and ensure quality.

HOW By identifying and prioritising improvement and refinement points related to the activity and process.

WHAT Using the worksheet, go through the following steps.

- For each change and improvement point, list the actual problem;
- Examine possible solutions and make a choice;
- Name the required actions.

4 retain

embed and ensure

will this activity become a regular part of the educational programme from now on? What is needed for this?

WHY Intentionally embed the activity with its learning objectives in the curriculum.

HOW By consciously re-planning the activity from the WHY.

WHAT Agree and document concrete intentions by smartly answering the following questions.

- WHY to embed this activity in the curriculum?
- HOW can this embedding be ensured??
- WHAT is needed to do this?