

Teacher/Instructor: \_\_\_\_\_ Rater Name: \_\_\_\_\_

Name of Unit Organizer: \_\_\_\_\_ Date: \_\_\_\_\_

Rating Guide: 2 = Present and correct; 1 = Present, but needs improvement; 0 = Missing or incorrect;  
N/A = Not Applicable

## Unit Organizer Checklist

Feature	Rating	Comments / Feedback
<b>Current Unit</b>	Circle one	
1. The Current Unit title captures the nature of this unit.	2 1 0	
<b>Last Unit/Experience:</b>		
2. The Last Unit/Experience title captures the nature of the previous unit or experience.	2 1 0	
<b>Next Unit/Experience:</b>		
3. The Next Unit/Experience title captures the nature of the next unit or experience.	2 1 0	
<b>The Bigger Picture:</b>		
4. The Bigger Picture statement names the idea or theme that holds several units together.	2 1 0	
5. Units included in the Bigger Picture are clearly indicated with arrows.	2 1 0	
<b>Unit Paraphrase:</b>		
6. The Unit Paraphrase captures the main idea of the unit in a few words (describes what the whole unit is about).	2 1 0	
7. The Unit Paraphrase distinguishes this unit from other similar units (tells how this unit is different and unique from other units in the course).	2 1 0	
8. The Unit Paraphrase clearly and meaningfully communicates unit content (uses words that students will understand).	2 1 0	
9. The Unit Paraphrase provides an umbrella for all learning in the unit map.	2 1 0	
<b>Unit Map:</b>		
10. Unit Map has seven or fewer parts.	2 1 0	
11. The Unit Map gives a linear, left-to right representation of the order in which content will be presented or learned.	2 1 0	
12. Only topics are included. (Details are not included.)	2 1 0	
13. Topic names are simple words or phrases.	2 1 0	
14. Topics, or content parts can be expanded hierarchically.	2 1 0	
15. The Unit Map shows how information is connected.	2 1 0	
16. Each line label accurately expresses the relationship between ideas.	2 1 0	
17. The Unit Map is simple enough for students to use effectively.	2 1 0	

**Organizer Score:** \_\_\_\_\_/64 = \_\_\_\_\_ percentage correct \_\_\_\_\_ # of 0

Teacher /Instructor: \_\_\_\_\_

Rater Name: \_\_\_\_\_

Name of Unit Organizer: \_\_\_\_\_ Date: \_\_\_\_\_

Rating Guide: 2 = Present and correct; 1 = Present, but needs improvement; 0 = Missing or incorrect;  
N/A = Not Applicable

Feature	Rating	Comments / Feedback
<b>Unit Relationships</b>	Circle one	
18. Unit Relationships capture important relationships among ideas in the Unit Map.	2 1 0	
19. Unit Relationships match how students should think and talk about the information in the unit.	2 1 0	
20. Unit Relationships include relationships which students will have to demonstrate understanding of on tests.	2 1 0	
<b>Unit Self-Test Questions</b>		
21. The Unit Questions identify ways in which students should think about the information to be learned.	2 1 0	
22. The Unit Questions lead students to do well on outcome measures (e.g. assignments, projects, quizzes and tests).	2 1 0	
23. The Unit Questions enable students to monitor progress in learning.	2 1 0	
24. The Unit Questions help students to identify the critical concepts or ideas to be learned in the unit.	2 1 0	
<b>Unit Schedule</b>		
25. The Unit Schedule includes tasks and activities that will promote learning of the content (e.g. assignments, projects, quizzes and tests).	2 1 0	
<b>Expanded Unit Map</b>		
26. The Expanded Unit Map depicts a hierarchical arrangement of ideas.	2 1 0	
27. The Expanded Unit Map has a sufficient level of detail included (i.e. not all details are depicted).	2 1 0	
28. The Expanded Unit Map has subtopic names that are simple words or phrases (and are clear to students).	2 1 0	
29. The Expanded Unit Map shows how information is connected (uses lines or shapes).	2 1 0	
30. The Expanded Unit Map includes line labels that accurately express the relationship between ideas.	2 1 0	
31. The Expanded Unit Map is simple enough for students to use effectively.	2 1 0	
<b>New Unit Self-Test Questions</b>		
32a. The New Unit Self-Test Question box is left blank in the draft.	2 0	
<b>OR</b>		
32b. When the New Unit Self-Test Questions are generated with the students, additional questions capture important content not present in the original questions and reflect items 21, 22, 23, and 24 on this checklist.	2 1 0	

**(Three positives and a suggestion!)**