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2014-1-BE02-KA201-000432

Protocol Reference Number: 089

Developed by: several authors and adapted to the European context by Catholic Education Flanders

Title

feedback with the help of exit tickets

Sources

Nelson, 2014; Leahy, Lyon, Thompson & William, 2005; Owen & Sarles, 2012
<https://www.edutopia.org/practice/exit-tickets-checking-understanding>

Purpose of the protocol

- To give evidence in order to make the necessary improvements to a next PLC-meeting.

Materials

Exit tickets prepared by the facilitator before the meeting. The content of the exit ticket is in line with the focus of the PLC.

Exit tickets can contain:

- open-ended questions, multiple-choice or true-false statements;
- the facilitator can ask to write down some words or definitions from something he/she writes on the board;
- the facilitator can ask the PLC-members to write down something of their own choice but in line with the content of the PLC.

Time

15 min.

Roles

- Facilitator
- presenter
- participants

Process

The facilitator prepares the exit-tickets before the meeting. The content is in line with the focus of the PLC. The exit ticket is distributed during the last minutes of the meeting.

- The facilitator explains the aim of the protocol and distributes the exit-tickets. (1 min.)
- The participants fill in their exit ticket. (3 min.)
- The participants share in groups of 4 the content of their exit ticket. They get a consensus on the content and the presenter notes the consensus. (5 min.)



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- Each presenter presents the consensus to the whole group. (3 min.)
- The group decides how they will improve as learning community during the next PLC. (3 min.)

References

Exemplification

This is an (informal) strategy used to check participants focus and can serve as a scaffold towards developing their own achievement monitoring (Fisher & Fray, 2007). On the long term it can create a consistent, feedback-rich environment. Exit tickets provide time for participants to reflect on what they know and to return to a larger project and revise their thinking, essential for reflection.

The PLC can look at patterns in thinking. While they work on the exit tickets, they reflect on how they might improve the next PLC.

Exit ticket questions should be structured to reflect the goals of the PLC, the information will help the participants to get more and better connected to the objectives of the PLC.

Debrief:

This is a quick way to find out if the PLC is learning and evolving at the same pace. It is important to create a safe environment for this method and the facilitator needs to make sure that the PLC-members don't experience this as a sort of "exam".

The PLC- members can be asked at a certain time to evaluate this method.