APPENDIX 4: Task Design Template

Task Name:

Description:

Resource-Directing Dimensions:

- **Temporal Reference:**

    Here-and-Now

    There-and-Then

- **Number of Elements:**

    Few Elements

    Several Elements

    Many Elements

- **Nature of Content:**

    Concrete

    Abstract

- **Environment Stability:**

    Static

    Dynamic

- **Cognitive Demands:**

    Simple Reasoning

    Moderate Reasoning

    Complex Reasoning

Resource-Dispersing Dimensions:

- **Interaction Requirement:**

    One-Way

    Two-Way

- **Response Variety:**

    Closed

    Open

Data Collection Template

Student Name:

Task:

Fluency Rating:

- **Rate of Speech:**

    Slow

    Moderate

    High

- **Pauses and Hesitations:**

    Many

    Some

    Few

- **Flow of Conversation:**

    Disjointed

    Generally Smooth

Very Smooth

Accuracy Rating:

- **Grammatical Correctness:**

    Low

    Moderate

    High

- **Pronunciation:**

    Unclear

    Mostly Clear

    Clear

- **Vocabulary Use:**

    Limited

    Varied

    Advanced

Complexity Rating:

- **Syntactic Complexity:**

    Basic

    Moderate

    High

- **Lexical Richness:**

    Low

    Moderate

    High

- **Use of Complex Structures:**

    Minimal

Some

Frequent

Self-Assessment Comments:

Teacher Observations:

Peer Assessment Comments:

Assessment Criteria

Fluency:

- **Rate of Speech:**

    Slow

    Moderate

    High

- **Pauses and Hesitations:**

    Many

    Some

    Few

- **Flow of Conversation:**

    Disjointed

    Generally Smooth

    Very Smooth

Accuracy:

- **Grammatical Correctness:**

    Low

    Moderate

    High

- **Pronunciation:**

    Unclear

    Mostly Clear

    Clear

- **Vocabulary Use:**

    Limited

    Varied

    Advanced

Complexity:

- **Syntactic Complexity:**

    Basic

    Moderate

    High

- **Lexical Richness:**

    Low

    Moderate

    High

- **Use of Complex Structures:**

    Minimal

    Some

    Frequent

Reflection and Adjustment Template

Task:

Observations:

Adjustments:

Task Complexity Assessment and Implementation Framework (TCAIF) Grading Scheme

Total Marks: 100

Task Design Template Grading (30 Marks)

- **Resource-Directing Dimensions (10 Marks):**

  Temporal Reference (2 Marks):

  - Here-and-Now (1 Mark)
  - There-and-Then (2 Marks)

  Number of Elements (2 Marks):

  - Few Elements (1 Mark)
  - Several Elements (1.5 Marks)
  - Many Elements (2 Marks)

  Nature of Content (2 Marks):

  - Concrete (1 Mark)
  - Abstract (2 Marks)

  Environment Stability (2 Marks):

  - Static (1 Mark)
  - Dynamic (2 Marks)

Cognitive Demands (2 Marks):

- Simple Reasoning (1 Mark)
- Moderate Reasoning (1.5 Marks)
- Complex Reasoning (2 Marks)

- **Resource-Dispersing Dimensions (10 Marks):**

Interaction Requirement (5 Marks):

- One-Way (2.5 Marks)
- Two-Way (5 Marks)

Response Variety (5 Marks):

- Closed (2.5 Marks)
- Open (5 Marks)

- **Task Description and Objectives (10 Marks):**

Clear and detailed description of the task (5 Marks)

Clear and achievable learning objectives (5 Marks)

Data Collection Template Grading (30 Marks)

- **Fluency (10 Marks):**

Rate of Speech (3 Marks):

- Slow (1 Mark)
- Moderate (2 Marks)
- High (3 Marks)

Pauses and Hesitations (3 Marks):

- Many (1 Mark)
- Some (2 Marks)
- Few (3 Marks)

Flow of Conversation (4 Marks):

- Disjointed (1 Mark)
- Generally Smooth (3 Marks)
- Very Smooth (4 Marks)

- **Accuracy (10 Marks):**

Grammatical Correctness (4 Marks):

- Low (1 Mark)
- Moderate (3 Marks)
- High (4 Marks)

Pronunciation (3 Marks):

- Unclear (1 Mark)
- Mostly Clear (2 Marks)
- Clear (3 Marks)

Vocabulary Use (3 Marks):

- Limited (1 Mark)
- Varied (2 Marks)
- Advanced (3 Marks)

- **Complexity (10 Marks):**

Syntactic Complexity (4 Marks):

- Basic (1 Mark)
- Moderate (3 Marks)
- High (4 Marks)

Lexical Richness (3 Marks):

- Low (1 Mark)
- Moderate (2 Marks)
- High (3 Marks)

Use of Complex Structures (3 Marks):

- Minimal (1 Mark)
- Some (2 Marks)
- Frequent (3 Marks)

Self-Assessment, Teacher Observations, and Peer Assessment Grading (20 Marks)

- **Self-Assessment Comments (5 Marks):**

    Insightful and reflective comments (5 Marks)

    General comments with some reflection (3 Marks)

    Minimal or no reflection (1 Mark)

- **Teacher Observations (10 Marks):**

    Detailed and constructive feedback (10 Marks)

    General feedback with some constructive points (7 Marks)

    Minimal feedback (3 Marks)

- **Peer Assessment Comments (5 Marks):**

  Insightful and reflective comments (5 Marks)

  General comments with some reflection (3 Marks)

  Minimal or no reflection (1 Mark)

Reflection and Adjustment Template Grading (20 Marks)

- **Observations (10 Marks):**

  Detailed and insightful observations (10 Marks)

  General observations with some insights (7 Marks)

  Minimal or no insights (3 Marks)

- **Adjustments (10 Marks):**

  Specific and actionable adjustments (10 Marks)

  General adjustments with some specificity (7 Marks)

  Minimal or no adjustments (3 Marks)

Overall Marking Guide

- Task Design Template: 30 Marks
- Data Collection Template: 30 Marks
- Self-Assessment, Teacher Observations, and Peer Assessment: 20 Marks
- Reflection and Adjustment Template: 20 Marks

Total: 100 Marks