

EVIDENCE COLLECTION TOOL FOR RETRIEVAL PRACTICE (AN EXAMPLE)

Active Ingredient 1: Connects to previous learning	Not Attempted	Attempted	Proficient
Start the lesson with retrieval practice, to be called Smart Connect, which replaces the previous Connect starter activity.			
Focus on spaced retrieval of information from previous lessons.			
Takes no more than 5 minutes.			
Active Ingredient 2: Consolidate immediate learning	Not Attempted	Attempted	Proficient
Introduce retrieval practice at the end of each lesson to be called Smart Consolidate, which replaces previous Consolidate activity.			
Focus on the retrieval of information from the lesson that has just ended.			
Takes no more than 5 minutes.			
Active Ingredient 3: Retrieve from memory	Not Attempted	Attempted	Proficient
Smart Connect activity is from memory only—no books or notes.			
Smart Consolidate activity is from memory only—no books or notes.			
Active Ingredient 4: Quizzing	Not Attempted	Attempted	Proficient
Both Smart activities take the form of quiz questions on factual material, vocabulary, or application of key information.			
A range of formats are used to present the retrieval practice, that is, retrieval grids and presentation slide templates.			
Answers are provided, and students self-check.			
Active Ingredient 5: Consistent format	Not Attempted	Attempted	Proficient
Smart logo to be displayed on slides or materials to promote recognition and metacognition by students.			

Retrieved from the companion website for *How Leadership Works: A Playbook for Instructional Leaders* by Cathy Lassiter, Douglas Fisher, Nancy Frey, and Dominique Smith. Thousand Oaks, CA: Corwin, www.corwin.com. Copyright © 2022 by Corwin Press, Inc. All rights reserved. Reproduction authorized for educational use by educators, local school sites, and/or noncommercial or nonprofit entities that have purchased the book.