## Diane Heacox, Ed.D.

Foreword by Rick Wormeli



# Making Differentiation a Habit

How to Ensure Success in Academically Diverse

Classrooms

Updated Edition

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How to Ensure Success in Academically Diverse Classrooms

## Diane Heacox, Ed.D.

Foreword by Rick Wormeli



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#### Dedication

To my husband, John Bloodsworth, who is always willing to be there and take on tasks that enable me to do my "schoolwork." I wouldn't or couldn't be what I am today without your continued support and love. To my daughter, Kylie, my very best friend. You are the light of my life and always will be.

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## Foreword by Rick Wormeli

Most schools aren't set up to teach. They are institutions, and as such, they establish uniform policies and practices to perpetuate the accepted schematics and agenda. A lot of energy, time, and money is spent on protecting the institution's status quo; in some cases, more than what is spent on the school's primary objective: student learning.

As humans, we like schematics; we want corners squared and elements classified. It tends to make us feel like we know what we are doing and are making progress. The problem, though, is that human development, by nature, is messy and inexact. As a result, we grow frustrated as educators, attempting to impose order on a disorderly enterprise. We're professionals, too, which means that we're expected to know what we're doing. To list our ambiguities, admitting that education is an imperfect system run by imperfect people, makes us uneasy.

For teachers, striking gold is finding a coherent set of practices that reconciles this nonuniform human nature of students with the institution's goal of providing individuals with sound educational backgrounds from which to launch meaningful lives. In this new edition of *Making Differentiation a Habit*, these practices run deep, and we are richer for it.

No single book, presenter, DVD, blog, podcast, app, or webinar can provide all the strategies needed to respond successfully to every unique teaching situation; but wow, this one comes closer than most. And it gives us launch pads of our own: insights to construct solutions and clear places we can retrieve additional ideas when we're stuck. Skillfully, Diane Heacox weaves together two important facets of her extensive experience with differentiation that are not commonly found in the same book: vast scholarly research and complete, sensitive knowledge of everyday classroom realities. *Making Differentiation a Habit* puts the negative "ivory tower" stereotype of teacher guides to rest and embraces the informed practicality that comes from an intelligent educator who has walked both paths.

The new edition is still all about the mindset and tools of differentiation, but what an update it is! Diane has added sections on higher-order thinking opportunities; differentiated grading (including how to grade gifted and advanced students in the regular classroom); digital tools; new ways to scaffold for students who need it; fresh ideas on tiering by readiness, challenge, complexity, openness, abstraction, and multiple intelligences; and what all this means for blended and personalized learning models for those who are implementing them.

Diane is keenly aware of the motivational aspects of differentiation—including student choice—without sacrificing focus on curriculum standards, and she threads those ideas into each section. She even includes downloadable PDFs and a slideshow for us to use for professional development, and yes, she still has our backs, offering plenty of ideas for RTI applications, integrating differentiation with national standards, and thinking reflectively about our own differentiated instruction efficacy, even when we struggle. Additionally, she provides new ideas for leaders on shifting school culture toward a differentiated mindset.

This new edition is among the top three books I recommend to anyone differentiating for the first time or for those looking for ways to reinvigorate their practice and take it to the next level. Diane answers the "show me what it looks like" plea and provides ways for educators to add their own ideas. She explains not only how to differentiate, but *when* to differentiate as well, providing template after template, idea after idea. But rather than a simple list of recipes or paint-by-number paintings, we are given tools to be active, not passive, in our lesson design, and to tweak the strategies to meet our unique classroom needs. This is a thinking teacher's manual for differentiation.

Throughout, Diane incorporates a wide variety of subjects and grade levels, from kindergarten-level mathematics to high school–level literary and historical analysis, so readers will see themselves in her ideas. One of the most helpful designs in the book remains the Differentiated Learning Plan (DLP), a user-friendly structure appropriate for all subjects and grade levels that incorporates the best principles of differentiation into a step-by-step process for creating an effective, differentiated lesson plan. She also includes guidelines for how to create and use flexible grouping, classroom routines that enable smooth transitions, and ideas for what to do when we discover something new about a student's learning, answering the anxious "What do I do if . . . ?" question.

Differentiating instruction, assessment, and grading requires the courage of our pedagogical convictions. There is unusual pressure in many schools today to march students through packaged curriculum sequences to "teacher-proof" the curriculum from any error of inequity committed by a rogue teacher trying something different. Teachers are called to "maintain fidelity" to the curriculum, but this is a vivid insult to a well-trained, thoughtful professional. Sure, many planning guides are written by experienced teachers who provide rich resources, deep thinking, and alleviate the need to reinvent the wheel, and we should follow their lead. But mechanisms should be built into those plans to deviate as warranted, depending on the needs of the students we serve. After all, our first allegiance is to the *students*—those quite advanced and those still struggling—not the institution.

Diane demonstrates courage and professionalism on every page, and she gives us the instruments to counter uninformed cynics who attack differentiation based on myths and misconceptions. She helps us assess our own teaching philosophies in relation to differentiation, and she pushes us to be so conscientious in our efforts that we're willing to step outside of our comfort zones, become articulate ambassadors for successful teaching, and make a positive difference in our students' achievement.

In the past two decades, demand for teacher training in differentiated instruction has exploded as school districts recognize how critical differentiation is to their missions. While it's just another name for high quality, eclectic teaching, differentiated instruction includes some universally effective protocols that enable flexible responses to students' needs. Some practices are more effective than others, however, and we need a trusted expert to lay out the best options. After reading this updated edition, no one will lack for helpful ideas or the impetus to use them. *Making Differentiation a Habit* is destined to be cover-worn, dog-eared, margin-marked, and text-highlighted for years to come. I look forward to meeting the students of teachers who embrace its courageous and adroit pedagogy.

#### **Rick Wormeli**

Author of *Fair Isn't Always Equal* and *Differentiation: From Planning to Practice* 

## Introduction

In the years since the first publication of *Making Differentiation a Habit*, I have had the privilege to work with teachers both in the United States and internationally. I've had opportunities to meet face-to-face or via technology with educators in public schools both large and small, charter schools, independent schools, and international schools abroad. And regardless of where educators work for the success of all learners, the questions and concerns these teachers raise about differentiation seem to be similar.

"How do I make differentiation more doable given the limitations of time and resources? How do I develop greater independence and responsibility in my students so that differentiation can be more easily managed?"

"With all the 'tips and tricks' publications on differentiation, how do I know I am implementing researchbased strategies in my classroom?"

"How can differentiation inform the work that I do with students who are struggling academically in my classroom?"

"Are the needs of gifted learners being appropriately addressed with classroom-level differentiation?"

"Is grading different in a differentiated classroom?"

"How does differentiation fit with new initiatives in our school such as personalized learning, web-based technologies, problem- or project-based learning, student directed inquiry, or blended learning?"

The purpose of *Making Differentiation a Habit* is to respond to the burning questions of teachers and school leaders as they work in differentiation. This book's intent is to help teachers make differentiation a routine part of their work with students. When differentiation becomes a habit, it becomes the way in which we go about "school." The teaching and learning process becomes fluid and flexible as we consider the differences in our classrooms and plan for them.

When teachers effectively differentiate instruction, there is a continuous flow in the processes of teaching, learning, and assessment. These components operate not as steps that we follow, but rather as a continuous cycle, each process informing the next. **Figure 1** shows this cycle.

The purpose and goal of teaching is student learning. The cycle typically begins with formal or informal preassessment in the assessment phase. Based on what you learn about your students' needs, you plan and enter the teaching phase. At this point in the cycle, students are engaged in learning. While the students are engaged in learning, as well as after the learning sequence, you again enter an assessment phase, this time using formative assessment strategies. You reflect on whether the students have accomplished learning goals. At this point in the cycle, you may need to enter another phase of teaching and learning utilizing additional strategies in differentiation. Or, if goals are accomplished, you move into a new cycle with new goals. Each phase of the cycle informs your responses to and plans for your students. This book provides strategies for each of these cycle phases.

# FIGURE 1 The Cycle of Teaching, Learning, and Assessment

## Critical Elements for Success in a Differentiated Classroom

Much has been written about differentiation as teachers take on the challenges of academically diverse classrooms. Critical to effective responses to student learning differences is an understanding of what differentiation *is* and *isn't*. It is assumed that teachers recognize that the academic diversity in their classrooms and standards/ goals-based education demand authentic differentiated approaches to increase the likelihood of student success in learning. But what do these differentiated approaches look like? Following are the 12 critical elements for success in a differentiated classroom. These provide the framework (and 12 chapters) of this book.

Authentic differentiation requires you to:

- 1. Identify learning goals, or KUDOs (what your students need to Know, Understand, and be able to **Do**).
- **2.** Examine your professional practices in light of your students' needs.
- **3.** Apply practical, doable, and valid assessment strategies.
- 4. Create differentiated learning plans.
- 5. Use choice opportunities to motivate student learning.
- **6.** Prescribe tiered assignments and use flexible grouping as necessary and appropriate.
- 7. Maintain flexibility in your planning and teaching.
- 8. Develop student responsibility and independence.
- 9. Use ethical grading practices.
- **10.** Differentiate instruction for gifted students with their particular and specific learning differences in mind.
- 11. Integrate differentiation strategies with academic interventions for students who struggle.
- **12.** Commit to a leadership framework for differentiated classrooms in your school.

## **About This Book**

This book provides specific ideas, strategies, templates, and formats that reflect authentic differentiation. The ideas in this book evolved from my professional practice as a classroom teacher and facilitator of opportunities for gifted learners, and from my work with academic underachievers. Some strategies come from the practical ideas of teachers I have had the pleasure to work with. The specific goals of the book and chapter descriptions follow.

#### What's New in This Update?

Since its initial publication, the following elements have been added to or expanded upon in this new edition:

- Revised planning templates that reflect the new language and definitions of Bloom's Taxonomy
- Practical scaffolding strategies for increasing the success of learners who struggle
- Digital tools and apps for assessment
- Strategies for designing summative assessments with rigor in mind
- Expanded strategies for grading gifted students in fair and equitable ways
- Guidance for using ideas, strategies, and tools in the book with personalized learning models

#### The Goals of Making Differentiation a Habit

- To identify critical elements for success in academically diverse classrooms
- To distinguish authentic differentiation from random teaching tips and tricks
- To provide a format for writing learning goals that increases your clarity about what you want your students to know, understand, and be able to do
- To examine professional practices that enable educators to plan for the next step in developing the habit of differentiation
- To present practical, informal assessment strategies
- To present a differentiated learning plan that is essential for success in academically diverse classrooms
- To examine the ways in which choice can motivate student learning
- To provide simple, time-saving techniques for designing differentiated activities, including tiered assignments
- To develop flexible lesson routines that respond to learning differences

- To provide strategies and routines that promote greater independence and responsibility in students
- To explore grading practices in academically diverse classrooms
- To distinguish the ways in which differentiation for the gifted and talented varies significantly from strategies used for other learners
- To add strategies and techniques to teachers' tool kits for addressing the needs of learners who are struggling
- To provide guidance to teacher leaders and administrators to support differentiation in their classrooms and schools

Chapter 1 presents the first critical element: identifying your learning goals. The chapter describes the connections between standards-based education and differentiation. Many teachers working with state standards or provincial goals in the classroom put goals into the practical language of KUDOs: what students will *know, understand,* and be able to *do* by the end of the unit or a lesson. KUDOs, the critical first step of differentiation, are explained and examples in a variety of curriculum areas are provided. Finally, a process for thinking through when and how to differentiate is presented to clarify the flow of actions from standards to summative assessment.

The second critical element, examining your professional practices, is addressed in **Chapter 2**. In this chapter, you will thoughtfully reflect on the curriculum practices and strategies for differentiation you currently use in your classroom. You will have an opportunity to examine your practices in light of a continuum of teacher development in differentiation. You will also be provided with a survey to help you recognize the different needs of your students.

Chapter 3 addresses the critical element of assessment. A variety of practical strategies for preassessment, formative assessment, summative assessment, and student self-reflection are offered. Distinctions are made between formal and informal methods of assessment. The chapter includes a list of digital tools and apps for assessment and highlights strategies for designing summative assessments with rigor in mind. The special focus of the strategies presented in this chapter is on quick, informal assessment. The fourth critical element, the differentiated learning plan, is introduced in **Chapter 4**. In today's diverse classrooms, the lesson plan structures developed in the past no longer work. The previous one-size-fits-all model doesn't provide the planning flexibility that is essential to respond to learning differences. This chapter presents a nine-step process to think through and design differentiated learning plans.

Chapter 5 extends your understandings and application of the fifth critical element: student choice. Although many formats that offer student choice are being used in classrooms, not all of them meet the standards of authentic differentiation. For example, distinctions must be made between a differentiated tic-tac-toe board and a randomly assembled collection of activities. Essential characteristics of differentiated choice boards are described. Additional formats and templates are introduced and ideas for best managing the use of choice in the classroom are offered.

Your understanding of and practices in tiering assignments and using flexible instructional groups will be extended in **Chapter 6**. This sixth critical element describes the most prescriptive strategy in differentiation and encourages you to try new ways to tier assignments. Two templates are offered to make designing tiered assignments quick and easy to do. Criteria for well-designed tiered assignments are also presented.

**Chapter** 7 describes the importance of maintaining flexibility in planning and teaching, the seventh critical element. It asks you to examine your lesson routines and then suggests ways to plan for differences by modifying your routines.

Increasing student responsibility and independence is a crucial endeavor in a differentiated classroom. **Chapter** 8 addresses this critical element by providing procedures, management structures, tips for flexible use of space, and strategies to get your students working in ways that take less time, less direction, and less supervision from you.

Chapter 9 examines the grading dilemmas of differentiated classrooms. This critical element is discussed through responses to 10 burning questions about grading. In this chapter, you will explore your values, beliefs, and practices related to grading and explore the challenges of grading gifted and talented students in a classroom where every student is not doing the same task. How do you set up learning that challenges and excites gifted students and goes above and beyond what is appropriate for most other learners? Suggestions are provided for grading gifted learners, and all learners, in fair and equitable ways.

Chapter 10 explores the challenges of differentiating for gifted learners. Because of their particular and specific learning differences and needs, differentiation for gifted learners varies significantly from strategies used for most other students. Templates, formats, and strategies are offered that link best practices for gifted learners to your practices for differentiation.

Chapter 11 focuses on differentiation strategies for learners who are struggling. Schools have implemented response to intervention or response to instruction (RTI) procedures for students who are having academic difficulties as well as for students who might be experiencing behavioral issues. The strategies for differentiation form the foundation of instructional interventions for learners who are struggling. This chapter includes ideas for scaffolding instruction to increase the likelihood of success in learning.

Chapter 12 discusses the final critical element: providing a leadership framework for differentiated classrooms and schools. A variety of tools, including classroom walk-through protocols, are provided to allow a teacher leader or school administrator to gather specific data about differentiation. In addition, an action-planning format is offered that can be used with members of a school's faculty or with a school's leadership team.

Finally, the **Conclusion** reviews all 12 critical elements of differentiation and offers examples of ways to make differentiation a daily habit and routine.

The digital content (see page 178 for how to download) includes all of the reproducible forms from this book as PDFs. If you wish to use this book in a professional learning community or book study group, a free PLC/Book Study Guide with chapterby-chapter discussion questions can be downloaded at freespirit.com/PLC.

## How to Use This Book

*Making Differentiation a Habit* presents critical elements for success in academically diverse classrooms. Its focus is to extend the work of my previous book, *Differentiating*  *Instruction in the Regular Classroom*, as well as to address questions and concerns from teachers I have worked with over the years.

My intent is to support the work of classroom teachers, gifted and special education specialists, and those in school leadership positions, such as curriculum directors, building principals, teacher leaders, and professional development trainers. I also hope that this book will become a valued resource for college faculty working with preservice teachers. The habit of differentiation should begin before our first teaching position.

You may choose to go through the book chapter by chapter, examining your practices and adding new ideas and strategies. Or you may want to target an area for professional growth and go straight to that chapter. For example, if you want to extend your practices in tiered assignments, you might go immediately to Chapter 6.

If you are in a specialized role, you may wish to review chapters with the greatest practicality and concern for you and your school. Do you need to know where and how gifted learners "fit" into a differentiated classroom? Does your school need to set up a building-wide plan for moving toward a more comprehensive implementation of differentiation? Are you looking for ways to respond to some teachers' apprehension about grading in academically diverse classrooms? You will find your answers within these chapters.

### Personalized Learning and Differentiation

All varieties of personalized learning are instructional in nature.<sup>1</sup> The range of instructional methods used in personalized learning is broad: personal learning plans, portfolio demonstrations of learning, blended learning, community-based learning, computer-based adaptive technology, student-directed inquiry, projectand problem-based learning, independent study, dual enrollment, inquiry-based learning, flexible pacing, station rotation, targeted instruction, short topic seminars by teachers, student-created learning profiles, flexible learning spaces, personalized homework, online learning management systems, web-based technologies, virtual learning sessions, and technology-based learning support. Any one or several of these components may define personalized learning in a school. However, there always is an emphasis on student voice and choice in content, process, and product.

At its most autonomous level, personalized learning can mean "anything, anywhere, anytime student-designed and student-determined learning." At any level of complexity, personalized learning should reflect a move from a prescribed to a more individualized curriculum.<sup>2</sup>

For purposes of this book, we will define *personalized learning* as a competency-based instructional model designed around individual learners' readiness, strengths, needs, and interests, where students are active collaborators in planning learning paths, monitoring their own progress, and determining how they will demonstrate their learning. Personalized learning recognizes that the pace of learning, depth and complexity of content, and most effective methods of instruction are likely to vary from student to student and therefore requires specific and targeted differentiation in response to these differences.

As author Carol Ann Tomlinson states: "Personalization is a kind of differentiation . . . or perhaps multiple kinds."<sup>3</sup> The foundational beliefs of differentiation clearly parallel those of personalized learning (see "The 20 Foundational Beliefs of Differentiated Classrooms," page 163), as evidenced by the following:

- Differentiated classrooms are also personalized classrooms in which the focus is on the *success of all students* and the development of *autonomous learners*.
- At the heart of personalized learning are the beliefs that *all children can learn* and that *individuals differ significantly as learners*.
- As stated in the foundational beliefs of differentiation, *learning should be about individual growth and progress.*
- In both differentiation and personalized learning, the role of teacher as facilitator, coach, or consultant is to:
  - prepare students to *accept greater responsibility* for their growth and learning progress
  - assure that all students work at the edge of their competencies, engaged in rigorous learning

experiences that provide voice and choice yet *require individual effort* 

- always provide *challenging learning experiences*; there should be no "low road"
- hold the vision of *what learning can and* should be for individual learners

#### How to Use This Book in Personalizing Learning

Chapter 1 presents a process for unpacking academic standards and "translating" them into language understood by students: By the end of this learning experience, what will I know? What will I understand? What will I be able to do? At this writing, it is unclear if student learning goals will continue to reflect the Common Core State Standards. However, most likely, all states will continue to offer state-level learning goals and conduct some sort of statewide assessment of learning. Therefore, whether learning goals are determined project by project by the teacher, co-determined by teachers and students, or generated by the student, learning goals will likely remain the foundation of personalized learning environments.

Chapter 2 provides opportunities for educators to engage in critical reflection. The "Continuum of Levels of Teacher Development in Differentiation" on pages 16-19 outlines teaching practices that represent the evolution of teacher thought and action over time. Embracing the paradigm of personalized learning is a journey for both educators and students. You do not arrive there immediately; if you did, it would be like having less competent swimmers jumping into the deep end of a pool. Your own practices and your students' competencies for independent work develop gradually and with careful reflection and guidance. As with any initiative, those deeply rooted in practice demand time to plan, grow, reflect, and readjust based on new information and experiences. Level three of the teacher development continuum best reflects the practices of an educator in a personalized learning environment.

One of the most important components of personalized learning is the students' understanding of themselves as learners. Chapter 2 also offers a student survey for teacher use that, when paired with student-initiated learning inventories, provides information about learners

<sup>3.</sup> Tomlinson, 2017.

from both the teacher's and learners' own perspectives. In what ways do the teacher's perspectives reflect the strengths, challenges, and ways of learning self-reported by the student?

Blended learning uses technology to differentiate with greater precision. As you personalize learning, technology plays an instructional role, delivering content and assessments on a flexible basis as students are ready. **Chapter 3** shares digital tools and apps that can be used for formative assessment. The chapter also reminds us that rigor is a necessary element in summative assessment and provides guidance for what to look for when examining or designing assessment formats.

Chapter 4 suggests that "exit points," where student choice and voice come into play, may occur at any of three levels during the learning process. You can take personalization deeper at the *content delivery level* (how students engage with topics), the *application level* (how students practice and apply their learning), or the *independent application level* (how students share evidence of their learning). Each of the three levels provides opportunities to "open up" the learning experience to student choice, which is a foundational element in personalized learning.

Chapter 5 offers a variety of formats that provide support and guidance when students are just beginning to make instructional choices. Students with little or no experience in making their own instructional choices need to start with well-supported and finely designed options facilitated to yield student success and build their experience and confidence over time.

The intent of tiered tasks in **Chapter 6** is to provide "just right, right now" learning experiences for all students. To optimize time, teachers often facilitate tiered tasks in flexible small groups (**Chapter 7**), putting together students with like-learning patterns, preferences, or needs. Keep in mind that sometimes it is an individual, and not a small group, who is most in need of a particular learning experience. Some personalized learning environments advocate for teacher-facilitated seminars when students are "ready" for particular content, skills, or processes, or the use of technology-enabled instruction. However, I'd suggest that providing individual support on-demand may be a challenge in many personalized learning models. Careful thought and planning, as well as a reality check about what is possible, is necessary for on-demand learning to happen.

Chapters 10 and 11 focus on the needs of gifted learners and students with learning differences that may result in struggles in traditional school settings. Chapter 10 provides a lens to examine the learning experiences of gifted students. Individual pace and progress provided by personalized learning models certainly benefit these learners; however, it is also critical that their learning experiences reflect complex thought and in-depth exploration to keep them actively engaged.

Chapter 12 walks school leaders through an action plan to reexamine the readiness of a school community to embed a particular education initiative into daily practice. Such a reflective process may be advantageous for schools initiating personalized learning models. I trust you will find the ideas, thoughts, strategies, formats, and templates in this book helpful as you embark on your journey into personalized learning.

Although practical in its intent, *Making Differentiation a Habit* strives to deepen your understandings of differentiation and extend your practices for the benefit of your students. I hope this book becomes a trusted resource for you as you develop the habit of differentiation. Enjoy browsing its pages for what will make differentiation more doable for you and ensure success in your academically diverse classroom!

Diane Heacox, Ed.D.



#### **CHAPTER 1**

## **Identifying Your Learning Goals**

## Differentiation and Content Standards

I am frequently asked how differentiation fits into standards-based education. Differentiation is all about working within the framework of your state's standards or province's goals. Educators recognize that not all students are at the same readiness level or learn at the same pace or in the same way. Differentiation is what we do to enable more students to meet their state's standards or province's goals. It is the way in which we respond to learning differences as students engage in daily activities in our classroom. As such, we cannot even begin to think about differentiation (how we teach, how our students learn) without first considering our standards (*what* they will learn). Therefore, any work in differentiation must begin with your state standards or provincial goals well in mind.

## **Know Your KUDOs**

All states and provinces have some form of academic or content standards to guide the learning goals of students in their schools. Academic standards, however, are most often written in "edu-babble," the language of educators. If you are going to talk about learning goals with students and share them with parents, it is important that you put the standards into language that can be clearly understood. A learning goal should be written so that there is little room for different interpretations of its meaning.

Today, many educators are writing learning goals—whether they are at the course, unit, or lesson plan level—as "KUDOs": What do I want my students to Know, Understand, and be able to **Do**? All academic standards can be sorted into either *know*, *understand*, or *do* goals. Goals written as KUDOs relate the following:

#### Know

- What facts, vocabulary, dates, rules, people, places, and so on do I want my students to know by the end of this course/unit/lesson?
- *Knows* are usually written as a list of things we want students to memorize. They are facts related to a study.

#### Understand

- What concepts, principles, and generalizations will my students understand by the end of this course/ unit/lesson?
- Understandings are typically written as sentences describing the "big ideas" of the course/unit/lesson. In writing understandings, it helps if you use the phrase "understand that . . ."

#### Do

- What will my students be able to do independently by the end of the course/unit/lesson?
- Do's are skills and processes. They are applications of learning and encompass both critical and creative thinking. Think of them as life skills that apply beyond this particular course/unit/lesson.
- Do's are written as statements beginning with a verb, usually a verb associated with Bloom's Taxonomy, such as compare, contrast, formulate, predict, classify, describe, summarize, or distinguish.<sup>1</sup>