

## Tools for focusing: Selecting a focus

Your data collection and analysis will have likely identified multiple issues or areas you could focus on. Use this table to compare identified issues and decide which will become your area of focus. Rate each potential area of focus out of 10 according to the criteria listed. In order to conduct an effective and successful inquiry, you need to consider how much impact you have on improving the issue/area as well as how easy it will be implement your changes.

Potential area of focus / potential issue	Level of need or importance to students	My capacity to influence and make changes	My strengths related to change in this area	Challenges foreseen	My level of interest in this area	Possibility of collaboration with others	Ease of assessing progress and change	What further information do I require?
	/10	/10	/10	/10	/10	/10	/10	
	/10	/10	/10	/10	/10	/10	/10	
	/10	/10	/10	/10	/10	/10	/10	

## Justify your ratings

<p>Which issue consumes the highest levels of energy, time and resources?</p>	<p>What really matters most for students?</p>
<p>What is going to make the biggest difference to learning for your students?</p>	<p>In which learning areas have students had the least opportunity to apply their learning?</p>
<p>What is important (and therefore worth spending time on) given where your students are at?</p>	<p>What could you tackle effectively over the next few months?</p>

Questions adapted from Centre for Education, Statistics and Evaluation (2016), Halbert & Kaser (2013), Ministry of Education (2011), Sinnema & Aitken (2016), Te kete ipurangi (n.d.), and Timperley, Kaser & Halbert (2014).

**Area(s) for selection:**  
(1 or 2 small and specific areas)