

# Week 3: Smart Grading with AI

## Grade essays without hours of manual reading (goodbye, red pens)

**Pain Point:** Grading writing is mentally draining. It involves repetitive reading, the pressure to provide excellent feedback despite exhaustion, and the ever-growing pile of assignments. This week, that changes.

**Solution:** Use AI to generate a first draft of feedback, saving you from staring at a blank screen and allowing you to focus your energy on refining and personalizing. This is about not starting from scratch every time.

### Strategy:

- Start Small: Pick just one student writing sample (paragraph, short essay, constructed response).
- Use the Core Feedback Prompt: "Here is a student essay. Give me clear, constructive feedback that includes: one strength, one area to improve, and one next step. Keep the tone warm, age-appropriate, and human — like a teacher who knows the student well." AI will quickly generate a full paragraph of feedback you can use as is, or tweak.
- Customize with Your Voice: Ask AI to adjust the feedback to match your style. • "Make the tone more growth mindset." • "Add a compliment about their ideas." • "Rewrite this for a 4th grade reading level." • "Make it sound more like me — casual and kind."
- Bonus: Auto-Generate Rubrics: "Create a rubric for [grade level] [writing type: opinion, narrative, informational]. Include 3–4 categories like content, organization, grammar, and voice, with clear descriptions for each level (beginning to advanced)." AI generates a solid rubric in seconds, ready for adjustment and reuse.

**Final Thought:** Grading doesn't have to be heavy. You're still the expert, but now you're supported, protecting your energy to continue doing what you love. You don't need to grade everything by hand to be a good teacher; you just need a system that works for you.

### Action Step:

- Pick one student paper.
- Paste it into your AI tool.
- Use the feedback prompt.
- Tweak, save, and move on to the next one faster.

## Write personalized student feedback instantly (yes, really)

**Pain Point:** Crafting personalized, motivating feedback for 30+ students is exhausting, not because you don't care, but because you care deeply.

**Solution:** Use AI to write personalized, encouraging feedback that sounds human, without burning yourself out.

### Strategy:

- Choose What You're Giving Feedback On: A writing sample, project, lab report, math explanation, or even a behavior reflection. You just need student context (the work itself or a brief description).
- Use This Personalized Feedback Prompt: "I'm a [grade/subject] teacher. Write personalized feedback for a student who submitted this: [Paste in the student work OR a brief description of it] The feedback should: – Highlight 1 specific strength – Offer 1 kind suggestion for growth – Include 1 motivating next step Keep it warm, age-appropriate, and sound like a real teacher who knows this student."
- Make It Sound More "You": Refine the tone to match your personal style. • "Make this more casual." • "Use language I'd actually say." • "Add emojis and encouraging phrases." • "Use a tone that's kind, but firm."
- You can even give AI a sample of your own feedback to match your tone.
- Bonus: Batch It: Paste multiple pieces of student work into a single prompt and ask for individual feedback for each, formatted like: "Student A: [work] \n Student B: [work] \n Student C: [work]" This generates personalized feedback for multiple students in seconds.
- Pro Tip: Save your favorite feedback examples as templates and ask AI to "Write feedback like this: [paste your favorite one]. Now do it for this student: [new work]."

**Final Thought:** Personalized feedback doesn't have to lead to burnout. You can still inspire and uplift students without spending hours perfecting every sentence. This is what supported teaching looks like.

### Action Step:

- Pick one student assignment.
- Use the personalized feedback prompt.
- Save what works and breathe easier.

## Report Cards, Parent Notes & Praise Messages — Auto-Generated in Minutes

**Pain Point:** Report card comments and parent notes involve significant emotional labor to make them warm, accurate, specific, and unique for every student, often feeling like writing a novel at midnight.

**Solution:** Generate meaningful, personal-sounding comments in minutes using AI, bringing your heart without starting from a blank screen.

### What AI Can Help You Write:

- Report card comments
- Parent check-ins
- Praise emails or notes
- End-of-year awards
- "Just because" encouragement messages
- Behavior reflections or notes for admin
- Use This Prompt for Report Cards: "I'm a [grade/subject] teacher. Write a warm, specific report card comment for a student who: – Participates well in class – Sometimes rushes assignments – Has made growth in math – Needs support with reading fluency Keep it kind, encouraging, and professional. Match the tone of a real teacher writing to a parent."
- Create Quick Praise Notes: "Write a short, positive message I can send home to a parent about their child's growth in class. Keep it casual, friendly, and specific."
- Want More Personality? Tweak the tone: • "Make it sound more like me — casual and warm." • "Add a line about how proud I am." • "Make this sound like something I'd text a parent."
- Or, paste one of your real messages and say: "Write it like this one — but for [new student/situation]."
- Batch It Like a Pro: Generate multiple comments at once by providing a list of students and their characteristics...

**Final Thought:** You can still write beautifully thoughtful notes without doing it all by hand. This is smart, sustainable, and helps you last. What parents remember is that the message felt kind, human, and real, which AI can help you achieve in minutes.

### Action Step:

- Pick one student and write their next report card comment using AI.
- Or send a praise message home today.
- Try the prompt, tweak the tone, and save the win.

## Build Your AI Grading System — So You Never Start From Scratch Again

**Breakthrough:** Stop retyping feedback, rebuilding rubrics, or feeling lost when starting to grade. Build a personal AI grading system with go-to prompts, rubrics, and workflows for consistent, efficient grading.

### Strategy:

- Choose Common Work Types: Identify 2-3 types of assignments you grade most often (e.g., paragraphs, essays, projects, math explanations, lab write-ups). These will be your core templates.
- Create Master Feedback Prompts: For each assignment type, create a reusable feedback prompt: "Give clear, personalized feedback for a [grade level] [assignment type] including: – One strength – One area for growth – One next step Keep the tone warm, specific, and student-friendly."
- Build Reusable Rubrics: Generate and save rubric templates: "Create a rubric for a [grade level] [assignment type] with 3–4 criteria. Use beginner, developing, proficient, and advanced as levels. Make the descriptions clear, fair, and easy to use for students and teachers."
- Bonus: Add Comment Snippets: After using AI feedback, collect your favorite phrases (e.g., "I really admire how you...", "Next time, try focusing on...", "This shows great progress in..."). Save them as "Feedback Snippets" to quickly copy-paste or train AI on your style.

**Why:** Grading shouldn't feel like Groundhog Day. This system helps you deliver consistent, quality feedback without draining your soul, building clarity and protecting your energy.

### Action Step:

- Create your AI grading document today.
- Include 2-3 reusable feedback prompts.
- Include 2 rubric templates.
- Add a few of your favorite feedback comments.
- This doc will save you hours, week after week.

## Auto-Generate Rubrics That Actually Match Your Assignments

**Challenge:** Rubrics can feel like more work than grading itself, especially when building them from scratch for every new, often impromptu, assignment while ensuring clarity and alignment.

**Solution:** Use AI to generate clear, consistent rubrics that perfectly match your assignments in under 5 minutes, giving you clarity and saving time.

### Strategy:

- Decide What You're Grading: Pick a real assignment you've recently given (e.g., opinion essay, science report, history presentation, math explanation, reading response).
- Use the Rubric Generation Prompt: "Create a rubric for a [grade level] [assignment type] on the topic of [insert topic]. Include 3–4 criteria — like content, clarity, organization, and creativity. Use 4 levels: beginning, developing, proficient, and advanced. Make it clear, student-friendly, and aligned with Common Core if possible."
- Customize It to Match Your Style: Refine the rubric with follow-up prompts: • "Rewrite this for students to use for self-assessment." • "Add emojis and make it student-friendly for 3rd graders." • "Make the language more formal for high school." • "Turn this into a checklist format."
- Bonus: Batch Rubrics: Generate multiple rubrics at once: "I teach 6th grade. Create 3 different rubrics: – One for a science lab report – One for a narrative writing piece – One for a social studies group project" This creates your instant rubric bank.

**Final Thought:** Grading doesn't have to be overwhelming. Rubrics don't have to be written from scratch. You're the professional, AI is your assistant. This simplifies without compromising quality.

### Action Step:

- Pick one assignment and generate a rubric using today's prompt.
- Save it in your "Grading Toolkit" folder for easy access.

Coming up next — Week 4! It's all about making lessons fun again, because grading faster is great, but re-energizing your teaching is the real win. You're doing amazing!