

AMERICAN UNIVERSITY

2018 ASSESSMENT REPORT TEMPLATE:

PROGRAM: _____

LEARNING OUTCOME ASSESSED *

Is this a new outcome or one that you have re-worded/changed in some way? Yes (add new learning outcomes in the "Plan" section of TracDat before adding the assessment results)

DESCRIBE METHOD OF ASSESSMENT* (what examples of student work did you use, if from a course, which one?) If assessment method is new go to the "Plan" section of TracDat to add this new method:

WHAT IS YOUR DEFINITION OF SUCCESS? WHAT IS THE TARGET THAT YOU WERE HOPING TO ACHIEVE? In other words, what is your "tipping point" for realizing that the program meets your goal or needs improvement?) Note: This is called the "Target" in TracDat. You'll see it listed under the Plan tab. There is a "target" for each assessment method. You can skip entering anything here if you're happy with the way the target is listed. Otherwise, feel free to modify it.

Complete a Template for each learning outcome/method combination.

DESCRIBE YOUR **FINDINGS** AS THEY RELATE TO THIS SPECIFIC LEARNING OUTCOME. (Include both strengths and areas for improvement. Include any specific details about the assessment process as it relates to this round of assessment (such as # of papers reviewed, who reviewed them, etc.) This is entered in the “Assessment Results: What we Learned” tab. Simply drill down under the appropriate learning outcome to the assessment method that you used and enter a new result:

HOW WILL YOU USE THE RESULTS TO IMPROVE YOUR CURRICULUM, THE PROGRAM, THE STUDENT EXPERIENCE, ETC.? PLEASE BE AS SPECIFIC AS POSSIBLE: *(Note: this is entered under “use of finding” in TracDat)*

*Complete a form for every Learning Outcome/Assessment combination. That will make it easier to enter into TracDat because you must link assessments to specific outcomes. Do you have more than one assessment method for a particular learning outcome? Fill out a form for each. Are you using an assessment (such as a review of a paper) for more than one outcome (perhaps writing and research)? Fill out two forms so that you can enter the results as they relate to the specific learning outcome!

Typically, your learning outcomes will already be entered in TracDat. If you need assistance using TracDat, please see the TracDat instructions manual.