

PRE-ASSESSMENT WORKSHEET

Unit Name:		Assessment Cycle: July 1, 2013 to June 30, 2014
Assessment Coordinator (Who is responsible for building and implementing the plan?):		
Unit Purpose Statement:		
<p style="text-align: center;">Outcome</p> <p>List each of your intended outcomes on a separate line. Remember that an outcome should be specific and measurable.</p> <p>For <u>academic</u> units, the first outcome should contain the phrase "...students will analyze problems and make logical decisions..."</p>	<p style="text-align: center;">Measure</p> <p>For each intended outcome, address the following questions: What approach will be used? Why was this approach selected? How will measurement occur? When will the data collection be completed? Who will analyze the results?</p>	<p style="text-align: center;">Achievement Target</p> <p>For each outcome, identify the criteria that will be used to determine success.</p>
1:	1:	1.
2.	2:	2:
3.	3.	3.

Outcome List each of your intended outcomes on a separate line. Remember that an outcome should be specific and measurable. For academic units, the first outcome should contain the phrase "...students will analyze problems and make logical decisions..."	Measure For each intended outcome, address the following questions: What approach will be used? Why was this approach selected? How will measurement occur? When will the data collection be completed? Who will analyze the results?	Achievement Target For each outcome, identify the criteria that will be used to determine success.
4:	4:	4.
5.	5:	5:
6.	6.	6.

Notes:

POST- ASSESSMENT WORKSHEET

<p style="text-align: center;">Findings</p> <p>Report your findings for each of the 3 achievement targets that were used to assess your outcomes.</p>	<p style="text-align: center;">Target <u>Met</u>, <u>Partially Met</u>, or <u>Not Met</u>?</p>	<p style="text-align: center;">Action Plan</p> <p>For any achievement target that was <u>partially met</u> or <u>not met</u>, indicate how or what your unit intends to change.</p>
1.	1.	1.
2.	2.	2.
3.	3.	3.
4.	4.	4.
5.	5.	5.
6.	6.	6.
<p><i>List attached documents and mark which assessment element they need to be associated with (e.g. task_rubric_2013FA.pdf --> Measure) to help manage the documents in the cloud.</i></p>		

ANALYSIS QUESTIONS- Respond to each of the following

What were the strengths of your assessment process?

What were the weaknesses of your assessment process?

What was learned as a result of your assessment process?

How will what was learned impact the direction and emphasis of your academic or support unit?