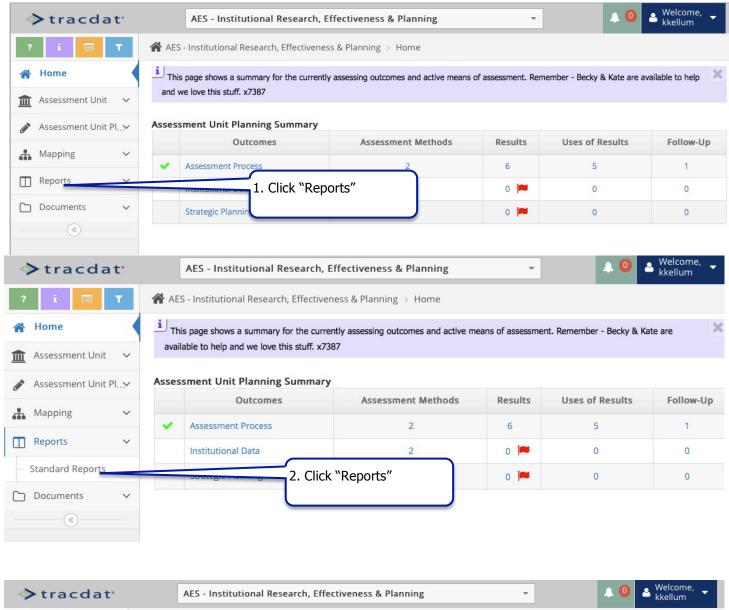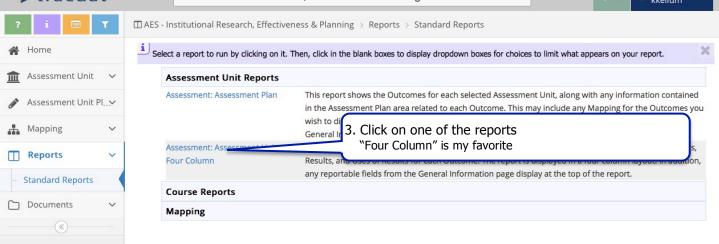# View Reports in TracDat

tracdat

AES - Institutional Research, Effectiveness & Planning

Welcome, kkellum

AES - Institutional Research, Effectiveness & Planning › Home

This page shows a summary for the currently assessing outcomes and active means of assessment. Remember - Becky & Kate are available to help and we love this stuff. x7387

- Home
- Assessment Unit
- Assessment Unit Pl...
- Mapping
- Reports
- Documents

Assessment Unit Planning Summary

	Outcomes	Assessment Methods	Results	Uses of Results	Follow-Up
✔	Assessment Process	2	6	5	1
	Institutional D...		0 🚩	0	0
	Strategic Plannin...		0 🚩	0	0

1. Click "Reports"

---

tracdat

AES - Institutional Research, Effectiveness & Planning

Welcome, kkellum

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This page shows a summary for the currently assessing outcomes and active means of assessment. Remember - Becky & Kate are available to help and we love this stuff. x7387

- Home
- Assessment Unit
- Assessment Unit Pl...
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- Reports
  - Standard Reports
- Documents

Assessment Unit Planning Summary

	Outcomes	Assessment Methods	Results	Uses of Results	Follow-Up
✔	Assessment Process	2	6	5	1
	Institutional Data	2	0 🚩	0	0
	Strategic Planning		0 🚩	0	0

2. Click "Reports"

---

tracdat

AES - Institutional Research, Effectiveness & Planning

Welcome, kkellum

AES - Institutional Research, Effectiveness & Planning › Reports › Standard Reports

Select a report to run by clicking on it. Then, click in the blank boxes to display dropdown boxes for choices to limit what appears on your report.

- Home
- Assessment Unit
- Assessment Unit Pl...
- Mapping
- Reports
  - Standard Reports
- Documents

Assessment Unit Reports

Assessment: Assessment Plan — This report shows the Outcomes for each selected Assessment Unit, along with any information contained in the Assessment Plan area related to each Outcome. This may include any Mapping for the Outcomes you wish to di... General I...

Assessment: Assessment U... Four Column — ...s, Results, and Uses of Results for each Outcome. The report is displayed in a four column layout. In addition, any reportable fields from the General Information page display at the top of the report.

Course Reports

Mapping

3. Click on one of the reports
   "Four Column" is my favorite

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AES - Institutional Research, Effectiveness & Planning

Welcome, kkellum

AES - Institutional Research, Effectiveness & Planning > Reports > Standard Reports > Assessment: Assessment Unit Four Column

Home

Assessment Unit

Assessment Unit Pl...

Mapping

Standard Reports

Open Report

Return

Layout

* Format   PDF

Report Title   Assessment: Assessment Unit Four

rt Subtitle

Report Logo

4. Select PDF or HTML or Word

5. Select "currently assessing"

Current Outcome Status

Outcome Types & Periods

6. Select appropriate outcome period(s)

Ascending   Descending

Result Date Between   07/01/2017   and

Result Status

Result Types

7. Optional – Enter Beginning and or ending dates

Results

Include Assessment Methods With No Results ☑

Include Inactive Assessment ☐

8. Click "open report"