

TracDat & Assessment Reports

Enter Assessment Results

Click the blue tab "Results."

Then click on the "Add Result" tab at the bottom of the screen.

Selected Unit: AES - Institutional Research (T) | training | [log out]

Home | Assessment Unit | Assessment Plan | **Results** | Reports | Documents

By Outcome

AES - Institutional Research (T) > Results > By Outcome

Accurate Historical Data : The department will maintain accurate records of hisotrical student and course data.
→Show Results

Departmental Website : The departmental website will meet the Institutional Research and Assessment needs of the University.
→Show Results

Add Result

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Select the appropriate outcome by clicking select.

Selected Unit: AES - Institutional Research (T) | training | [log out]

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By Outcome

AES - Institutional Research (T) > Results > By Outcome > Select Outcome

Outcome Name	Outcome	Current Outcome Status	
Accurate Historical Data	The department will maintain accurate records of hisotrical student and course data.	Currently Assessing	select
Objective 1 (Copy)	This is the long description of Objective 1	Currently Assessing	select
Departmental Website	The departmental website will meet the Institutional Research and Assessment needs of the University.	Currently Assessing	select
TracDat Training	Users of the TracDat assessment reporting system will be adequately trained in the software to enter assessment plans and completed reports.	Currently Assessing	select
test 5	The IR&A will dsdfsdf. bla bala...	Currently Assessing	select
Test outcome	This outcome is a test to illustrate outcome statements.	Currently Assessing	select

Return

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Select the Assessment Method by clicking select on the appropriate Assessment Method. Scroll down if necessary.

Selected Unit: AES - Institutional Research (T) | training | [log out]

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By Outcome

AES - Institutional Research (T) > Results > By Outcome > Select Outcome

Outcome Name	Select Assessment Method/Task	Outcome
Accurate Historical Data	Select: Assessment Method	select
Objective 1 (Copy)	Assessment Method Category: Survey	select
Departmental Website	Assessment Method: An online survey will be sent to a representative sample of campus users of our website to evaluate it in the following areas: 1) appearance, 2) ease of navigation, 3) ability to find data 4) knowing what data is available through various links (four questions are related to this last topic).	select
TracDat Training	Assessment Method: An outside evaluator will be asked to use our website to find the answers to	select
test 5		
Test outcome		

Return

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1. Describe the data that has been collected. Be specific. If you plan to present assessment results in table format, save your Word, Excel or other document in the TracDat documents folder.

2. Use the drop down menu to identify the Result Type as Criteria Met or Criteria Not Met.

3. Use the drop down menu to identify the Result Status regarding improvement actions.

4. Be sure to click "Save Changes" to save your assessment results.

The Notes block is used for the program's internal information.

Form Fields:

- Selected Unit: AES - Institutional Research (T)
- Home | Assessment Unit | Assessment Plan | Results | Reports | Documents
- By Outcome: AES - Institutional Research (T) > Results > Edit Result
- Outcome: Departmental Website : The departmental website will meet the Institutional Research and Assessment needs of the University.
- Assessment Method: Survey - An online survey will be sent to a representative sample of campus users of our website to evaluate it in the following areas: 1) appearance, 2) ease of navigation, 3) ability to find data 4) knowing what data is available through various links (four questions are related to this last topic).
- Criterion: At least 75% of respondents will rate each question on the survey as 4 (Strongly Agree) or 3 (Agree). On a survey shall more than 10% of respondents give a rating of a 1 (Strongly Disagree) or 2 (Disagree).
- Result: A table with detailed data is attached. For question 1. 82% (31 of 38 respondents) agreed or strongly agreed. For question 2. 68% (26 of 38 respondents) agreed or strongly agreed.
- Result Date: 1/27/2009
- Result Type: Criteria Not Met
- Result Status: Improvement Actions Completely Implemented
- Notes: Question 2. Ease of Navigation did not meet the assessment criterion.
- Buttons: Save Changes, Discard Changes, Return, Change Outcome, Delete Result

Add Use of Results

When you are ready to add a "Use of Results" for this assessment method, click "[add Use of Results](#)" near the bottom right.

Documents concerning data analysis that have been saved in the TracDat Documents Repository can be related by clicking the Related Documents tab. Follow instructions provided earlier for relating documents.

To add a description of the "Use of Results," click "[add Use of Result.](#)"

Form Fields:

- Selected Unit: AES - Institutional Research (T)
- Home | Assessment Unit | Assessment Plan | Results | Reports | Documents
- By Outcome: AES - Institutional Research (T) > Results > Edit Result
- Outcome: Assessment Method: Survey - An online survey will be sent to a representative sample of campus users of our website to evaluate it in the following areas: 1) appearance, 2) ease of navigation, 3) ability to find data 4) knowing what data is available through various links (four questions are related to this last topic).
- Criterion: At least 75% of respondents will rate each question on the survey as 4 (Strongly Agree) or 3 (Agree) or 2 (Disagree).
- Result: A table with detailed data is attached. For question 1. 82% (31 of 38 respondents) agreed or strongly agreed. For question 2. 68% (26 of 38 respondents) agreed or strongly agreed.
- Result Type: Criteria Not Met
- Result Status Update: 1/27/2009
- Buttons: Save Changes, Discard Changes, Return, Change Outcome, Delete Result
- Use of Results: No Use of Results defined.
- Related Documents: (tab)
- add Use of Result (link)

NOTE: Criterion not met – Use data to make specific unit improvements
 Criterion met – Revise Outcome, Assessment Means, or Criterion for success

In the “Use of Results” box, describe the improvements in services, processes, research, or learning outcomes that have been made based on the assessment data.

Be sure to click “Save Changes.”

Selected Unit: AES - Institutional Research (T)

training [log out]

Home Assessment Unit Assessment Plan Results Reports Documents

By Outcome

AES - Institutional Research (T) > Results > Edit Use of Result

Departmental Website : The departmental website will meet the Institutional Research and Assessment needs of the University.

Outcome: Assessment Method
An online survey will be sent to a representative sample of campus users of our website to evaluate it in the following areas: 1) appearance, 2) ease of navigation, 3) ability to find data 4) knowing what data is available through various links (four questions are related to this last topic).
Criterion
At least 75% of respondents will rate each question on the survey as 4 (Strongly Agree) or 3 (Agree). On no component of the survey shall more than 10% of respondents give a rating of a 1 (Strongly Disagree) or 2 (Disagree).

Result: A table with detailed data is attached. For question 1. 82% (31 of 38 respondents) agreed or strongly agreed. For question 2. 68% (26 of 38 respondents) agreed or strongly agreed.

Use of Result: * Institutional Research and Assessment has modified the website navigated by placing tabs at the top of the page and at the left side of the page. Additionally, descriptions for the tabs were modified to more clearly communicate the information found by selecting the tab.

Date: * 1/27/2009

Save Changes Discard Changes Assign Return Delete Use of Result

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1. Describe the improvements in services, processes, research, or learning outcomes that the unit has made that are based on the data presented for this Assessment Method.

2. Be sure to click "Save Changes" to save the data.