

Assessment Reporting in the Cloud-Based Assessment Management System (AMS)

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Agenda

- Follow-up on Continuous Improvement Action Plans from the 2021-2022 Assessment Cycle
- Review of the Planning Elements in AMS
- Navigating the Assessment Reporting Workspace for the 2022-2023 Assessment Cycle
 - *Key Reminders for Summary of Actual Results*
 - *Use Results to Improve Outcome Section of the Report*
- Navigating the Continuous Improvement Action Plan Workspace
- Submitting 2022-2023 Assessment Report
- Generating, Printing and Publishing Assessment Reports
- SACSCOC update and Assessment Reporting for Academic Degree Programs
- Q&A



Link to AMS & Assessment Toolkit

 **taskstream** by Watermark™

Welcome to Taskstream by Watermark

Sign In

Sign In

[Forgot Login?](#)

[Create/Renew Account](#)

[Get Help](#)

Link to GT AMS

<https://w.taskstream.com/cas/login?partnerId=uafjff9eu>

Assessment Toolkit



Assessment Basics



Developing Student Learning Outcome Statements



Assessment Measures



Annual Plan & Report Submission Portal



Assessment Templates



Assessment Resources

Link to Assessment Toolkit

<https://academicffectiveness.gatech.edu/assessment-toolkit/>

SSO – Use your GT credentials to access the system

Navigating the Follow-up on Continuous Improvement Action Plan

*Always start
here first!!!*



Follow-up on Continuous Improvement Action Plans from the 2021-2022 Assessment Cycle

Follow-Up on Continuous Improvement Action Plan (This...)

VIEW LOG WORD PDF PRINT SHARE CHECK OUT

Work Not Started

Directions ← Detailed directions for navigating each workspace is provided in AMS

Use this space to track the progress of your actions regularly with updates to the status report. Be sure to update this requirement regularly with updates to the status report. [Print](#)

To begin, please **Check Out** this requirement. For each outcome and action that was entered in the operational/action plan, the system will prompt you to complete them. Be sure to update this requirement regularly with updates to the status report. For each action, an Add Status Report button will be present. To add a status report to your workspace, click the Add Status Report button. Complete the required fields and press the Continue button. Once a status report has been added you may add any attachments or web links to provide evidence of the progress of your actions. Repeat this process for any and all subsequent status reports that you wish to add. In the future, when you are finished with your actions, you will need to **Check In** the requirement when you are finished.

Check Out workspace to edit and add content ↑

Review Method

Action Statuses

Click the Bar to Expand Section

Show Actions Show Descriptions

Bachelor of Science in Computer Science (11010101) Outcome Set

Outcome 1

Outcome 2

Outcome 3

Outcome 4

Supporting Attachments:

Reminder: These are the actions you indicated you would operationalize in the **2022-2023 Assessment Cycle**. In this section you are simply providing an update on your actions for continuous improvement.

Select Follow-Up on Continuous Improvement Action Plan ←

2022-2023 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

Follow-up on Continuous Improvement Action Plans from the 2021-2022 Assessment Cycle

Outcome: Outcome 4

Recognize professional responsibilities and make informed judgements in computing practice based on legal and ethical principles

▼ **Action:** Action Item Outcome 4

Action details: An additional measure will be added for Outcome 4. The measure will utilize the Institutes' Exit Survey to assess the feedback of graduating students as it relates to ethical and professional judgements.

Supporting Attachments:

Status for Action Item Outcome 4

Add Status

Select **Add Status** to provide an update on the Action Item

* Current Status:

- ✓ - Select -
- Not started
- In Progress
- Completed
- Not Implemented

From the dropdown list select the appropriate status of the **Action Item**

Summary of Key Observation:

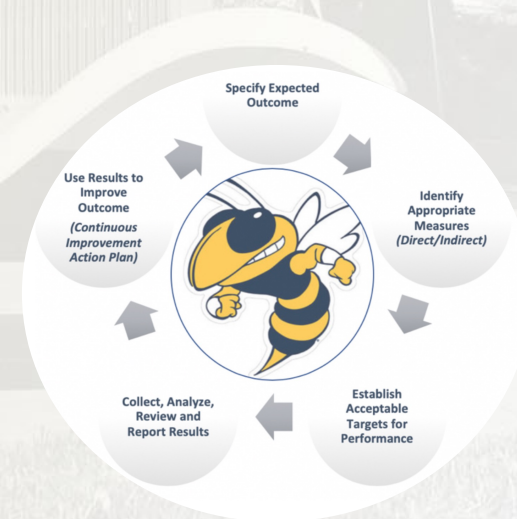
In the text area, provide a summary of the outcome of your action item.

*Note: Follow these same steps to complete the follow-up for each **Action Item** in the workspace.*

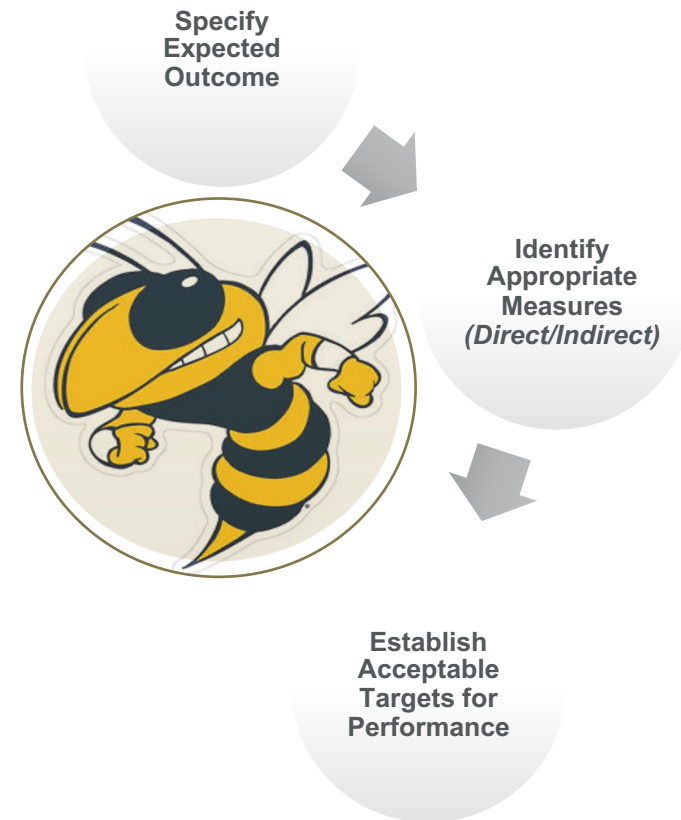
Cancel Check Spelling SUBMIT

Select **Submit** when done.

Review of the Planning Elements in AMS



Review of the Assessment Planning Phase



Review of the Assessment Planning Phase Cont...

Georgia Tech My Account Help **taskstream**
by Watermark™

HOME SHARED RESOURCES LOCATOR MESSAGES RESOURCE TOOLS ANALYTICS

Greetings

Welcome to Georgia Tech Assessment Management System (AMS). This system has been customized to help programs and units more effectively and efficiently document and report assessment activities in a spirit of continuous improvement. The Office of Academic Effectiveness looks forward to working with you to leverage the system to document and tell your story.

Office of Academic Effectiveness
<https://academiceffectiveness.gatech.edu/>

Workspaces

Assigned Workspaces Preview Mode All Access Mode

Review

- **Items requiring review**
 - Reviews to be reconciled
 - Reviews to be released
 - View all submissions

AMS Coordinator

- Workspace tools
- Announcements
- Manage resources
- Organization goals editor

Workspaces

You do not currently have access to any Workspaces. Workspaces provide access to documentation areas, complete with instructions, review methods and input formats. Please contact an AMS coordinator if you feel you should have access to a Workspace that does not currently appear here.

Communications

- **Messages**

Need Assistance?

Contact Taskstream:

- ✉ help@taskstream.com
- 👤 [Request Online Support](#)
- 📞 1.800.311.5656

[Visit the Taskstream Blog](#)

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AMS: Single-Sign-On System
<https://w.taskstream.com/cas/login?partnerId=uafjff9eu>

Review of the Assessment Planning Phase Cont...

taskstream
by Watermark

My Account Help

SHARED RESOURCES LOCATOR MESSAGES RESOURCE TOOLS ANALYTICS

Supporting For Academic Degree Programs

Edit Content Discussion Submission & Read Reviews Publish Options & Info

Assessment Plan VIEW LOG WORD PDF PRINT SHARE CHECK IN

Work Not Started

Checked out : 11/17/2021 04:50:01 PM (EST)
Checked out to : Georgia Institute of Technology Manager

▼ Directions

Use this space to document your program's or department's assessment plan for the current assessment cycle.

[Print](#)

To begin, please **Check Out** this requirement. Select either the Create New Assessment Plan or Copy Existing Plan as Starting Point buttons (Please note that you will only see these options the first time you Check Out this requirement. If you do not see these options, you may proceed to the next step). Click Select Set and select the Select Existing Set button to access the previously-entered outcome sets. Select the set of outcomes that you wish to assess this cycle and then select the specific outcomes you wish to assess by enabling the checkbox next to each outcome. Click Accept and Return to Plan and for each outcome that was selected, you will see an Add New Measure button. To add an assessment measure to an outcome, click this button, complete the required fields and press the Continue button. Once a measure has been added you may add any attachments or weblinks to that measure. NOTE: if you are an LAT user, you will also be able to import LAT reports at this time. Repeat this process for any and all subsequent measures that you wish to add. In order for others to access this requirement you will need to **Check In** the requirement when you are finished.

▶ Review Method

CREATE NEW ASSESSMENT PLAN

COPY EXISTING PLAN AS STARTING POINT



Select **“Copy Existing Plan as a Starting Point”** to import your Assessment Plan from the 2021-2022 previous cycle.

Review of the Assessment Planning Phase Cont...

Workspace :Assessment Planning and Reporting For Academic Degree Programs

Edit Content Discussion Submission & Read Reviews Publish Options & Info

▼ EXPAND ALL COLLAPSE ALL

General Information

- Program Specific Information
 - Program Mission Statement
 - Expected Program-Level Student Learning Outcomes
 - Curriculum Map
- 2020-2021 Assessment Cycle
 - Assessment Plan
 - Assessment Report
 - Continuous Improvement Action Plan
 - Follow-Up on Continuous Improvement Action Plan
- 2021-2022 Assessment Cycle
 - Assessment Plan
 - Assessment Report
 - Continuous Improvement Action Plan
 - Follow-Up on Continuous Improvement Action Plan
- 2022-2023 Assessment Cycle
 - Assessment Plan
 - Assessment Report
 - Continuous Improvement Action Plan
 - Follow-Up on Continuous Improvement Action Plan

Select an existing Plan starting point

Directions : Select an existing plan as a starting point for your new plan. You will be able to modify this plan after copying it.

Existing Plan:

- Assessment Planning and Reporting For Academic Degree Programs 2021-2022 Assessment Cycle: Assessment Plan [Plan.] (last modified : 05/27/2022)
- Assessment Planning and Reporting For Academic Degree Programs 2020-2021 Assessment Cycle: Assessment Plan [Plan.] (last modified : 06/02/2021)

Cancel SUBMIT

Select previous assessment cycle (i.e., 2021-2022) then click Submit.

Review of the Assessment Planning Phase Cont...

Assessment Plan

VIEW LOG WORD PDF PRINT SHARE CHECK IN

development in almost all subfields of computer science and successful graduate study in computer science or related discipline

Measures

Show Descriptions Select Set

Bachelor of Science in Computer Science (11010101) Outcome Set

Outcome

Outcome: ABET Outcome 1 Add New Measure

Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions

Measure: Measure 1:1 Edit Remove

Direct - Exam

Final Exam Test Items

Using a scoring rubric for pre-selected final exam questions resulting in a composite rating from a range of Excellent to Inadequate. The exam items measure the students' ability apply discrete math concepts to solve computing problem outcome.

Establish Acceptable Target for Performance: 90% of students will be rated as "adequate or ex

Supporting Attachments:

Add/Edit Attachments and Links

Be reminded that at the measure level you have the ability to upload supporting documents (e.g., scoring rubrics, surveys etc.)

You will now be able to edit the measures and performance targets as appropriate.

Subset of Existing Outcomes or New Outcome(s)

Assessment Plan VIEW LOG WORD PDF PRINT SHARE CHECK IN

development in almost all subfields of computer science and successful graduate study in computer science or related discipline

▼ Measures

Show Descriptions

▼ Bachelor of Science in Computer Science (11010101) Outcome Set

Outcome

Outcome: ABET Outcome 1
Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions

Measure: Measure 1:1 Edit Remove
Direct - Exam

If "Direct Other" or "Indirect Other" is selected, please specify measure:
Measure details: Final Exam Test Items
Using a scoring rubric for pre-selected final exam questions resulting in a composite rating from a range of Excellent to Inadequate. The exam items measure the students' ability apply discrete math concepts to solve computing problems. All exam question are aligned with the outcome.

Establish Acceptable Target for Performance: 90% of students will be rated as "adequate or excellent" on the final exam test items.

Supporting Attachments:
Add/Edit Attachments and Links

Select Set

Click "Select Set"

Subset of Existing Outcomes or New Outcome(s)

Workspace :Assessment Planning and Reporting For Academic Degree Programs

Edit Content | Discussion | Submission & Read Reviews | Publish | Options & Info

EXPAND ALL | COLLAPSE ALL

Select outcome sets for Measure

SELECT EXISTING SET | ACCEPT AND RETURN TO PLAN

General Information

- Program Specific Information
 - Program Mission Statement
 - Expected Program-Level Student Learning Outcomes
 - Curriculum Map
- 2020-2021 Assessment Cycle
 - Assessment Plan
 - Assessment Report
 - Continuous Improvement Action Plan
 - Follow-Up on Continuous Improvement Action Plan
- 2021-2022 Assessment Cycle
 - Assessment Plan
 - Assessment Report
 - Continuous Improvement Action Plan
 - Follow-Up on Continuous Improvement Action Plan
- 2022-2023 Assessment Cycle
 - Assessment Plan
 - Assessment Report
 - Continuous Improvement Action Plan

Bachelor of Science in Computer Science (11010101) Outcome Set (Outcomes)

Include All | Remove Set

Outcome

Important: If you are adding new outcomes for the first time, this will need to be done in the "Expected Program-Level Student Learning Outcomes" workspace under "Program Specific Information."

<input checked="" type="checkbox"/>	ABET Outcome 3 Q Communicate effectively in a variety of professional contexts	No Mapping	Hide
<input checked="" type="checkbox"/>	ABET Outcome 4 Q Recognize professional responsibilities and make informed judgements in computing practice based on legal and ethical principles	No Mapping	Hide
<input checked="" type="checkbox"/>	ABET Outcome 5 Q Function effectively as a member or leader of a team engaged in activities appropriate to the program's discipline	No Mapping	Hide
<input checked="" type="checkbox"/>	ABET Outcome 6 Q Apply professional knowledge to solve problems in the discipline	No Mapping	Hide

Select "Accept and Return to Plan"

Select outcome(s) that will be assessed in the current assessment cycle

Review of the Assessment Planning Phase Cont...

Assessment Plan VIEW LOG WORD PDF PRINT SHARE CHECK IN

development in almost all subfields of computer science and successful graduate study in computer science or related discipline

▼ Measures

Show Descriptions Select Set

▼ Bachelor of Science in Computer Science (11010101) Outcome Set

Outcome

Outcome: ABET Outcome 1 Add New Measure

Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions

▼ Measure: Measure 1:1 Edit Remove

Direct - Exam

If "Direct-Other" or "Indirect-Other" use

Final Exam Test Items

Using a scoring rubric for pre-selected final exam questions resulting in a composite rating from a range of Excellent to Inadequate. The exam items measure the students' ability apply discrete math concepts to solve computing problem outcome.

Establish Acceptable Target for Performance: 90% of students will be rated as "adequate or ex

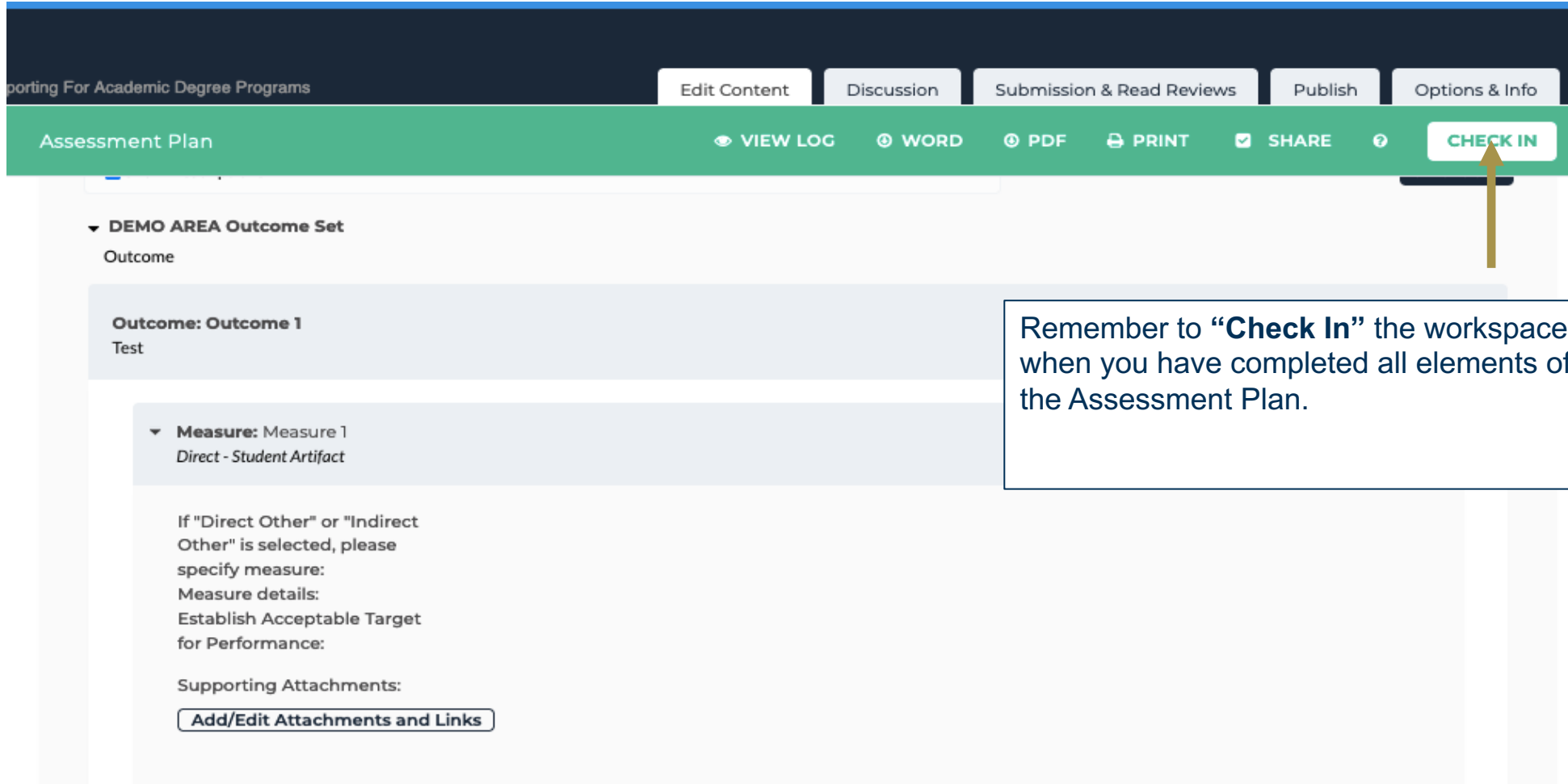
Supporting Attachments:

Add/Edit Attachments and Links

Be reminded that at the measure level you have the ability to upload supporting documents (e.g., scoring rubrics, surveys etc.)

You will now be able to edit the measures and performance targets as appropriate.

Review of the Assessment Planning Phase Cont...



Supporting For Academic Degree Programs

Edit Content Discussion Submission & Read Reviews Publish Options & Info

Assessment Plan VIEW LOG WORD PDF PRINT SHARE CHECK IN

▼ DEMO AREA Outcome Set

Outcome

Outcome: Outcome 1
Test

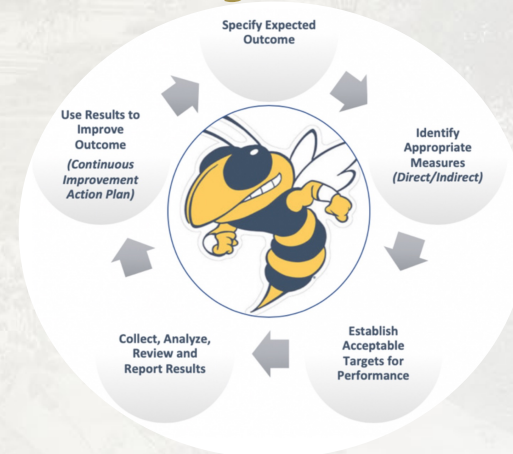
▼ Measure: Measure 1
Direct - Student Artifact

If "Direct Other" or "Indirect Other" is selected, please specify measure:
Measure details:
Establish Acceptable Target for Performance:

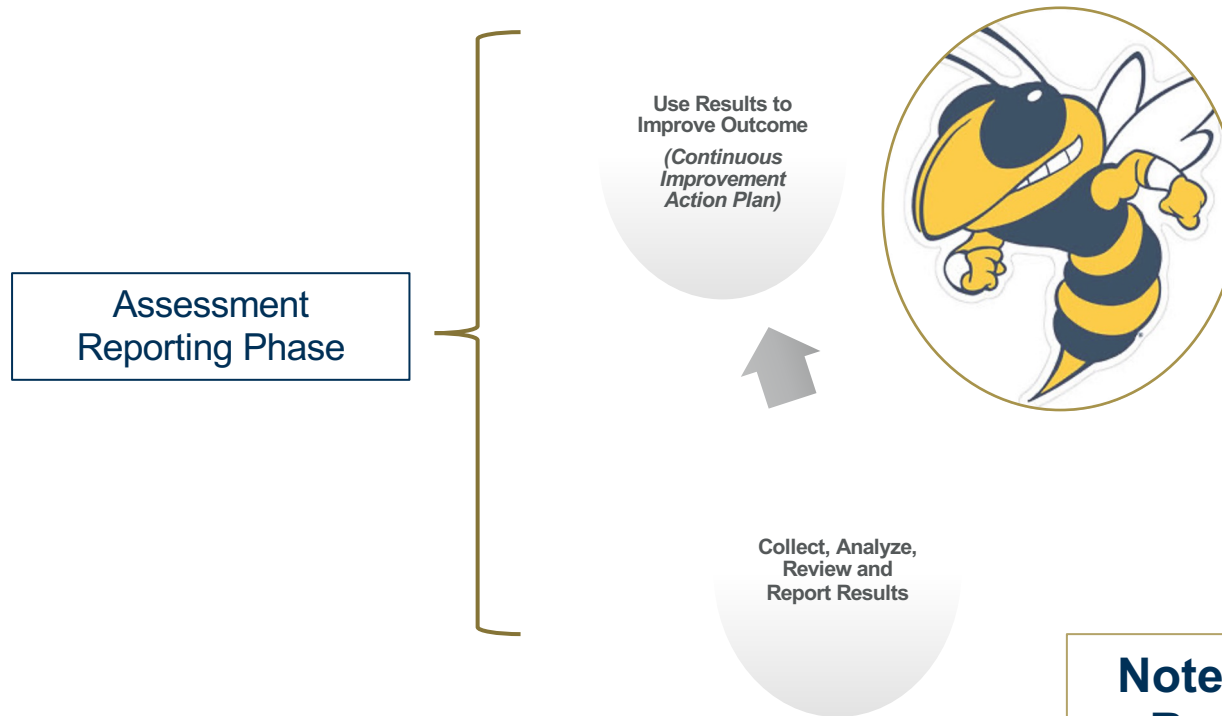
Supporting Attachments:
[Add/Edit Attachments and Links](#)

Remember to “**Check In**” the workspace when you have completed all elements of the Assessment Plan.

Navigating the Assessment Reporting Workspace for the 2022-2023 Assessment Cycle



Assessment Reporting Phase



Note: 2022-2023 Assessment Reports are due by May 31

Navigating Reporting in AMS

Workspace :Assessment Planning and Reporting For Academic Degree Programs

Edit Content | Discussion | Submission & Read Reviews | Publish | Options & Info

▼ EXPAND ALL | COLLAPSE ALL

Edit Content:

Note : This is a LIVE workspace area. You have permission to access this area as a workspace manager. Select item to edit from the left panel to view, add, or edit content. Please note that any changes or submissions you make may disorient the owners of the workspace.

General Information

Program Specific Information

- Program Mission Statement
- Expected Program-Level Student Learning Outcomes
- Curriculum Map

2020-2021 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

2021-2022 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

2022-2023 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

You will be working in the “Assessment Report” workspace to complete your 2022-2023 assessment report.

Navigating Reporting in AMS Cont...

Assessment Report

VIEW LOG WORD PDF PRINT SHARE CHECK OUT

Work Not Started

General Information

Program Specific Information

- Program Mission Statement
- Expected Program-Level Student Learning Outcomes
- Curriculum Map

2020-2021 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

2021-2022 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

2022-2023 Assessment Cycle

- Assessment Plan
- Assessment Report
- Continuous Improvement Action Plan
- Follow-Up on Continuous Improvement Action Plan

Directions

Use this space to document the findings from your assessments for this cycle. Please attach any relevant reports or other evidence to substantiate your narrative analysis. Be sure to include reflections and recommendations based on your analysis of the findings.

To begin, please **Check Out** this requirement. For each outcome and measure that was entered in the assessment plan, the system will prompt you to enter findings in the assessment findings section. For each measure, an Add Findings button will be present. To add assessment findings to your report, click the Add Findings button, complete the required fields and press the Continue button. Once a set of findings has been added you may add any attachments to substantiate your findings. **(NOTE: if you also use Taskstream's LAT platform to collect and assess student work, you will be able to import LAT reports as substantiating evidence.)** Repeat this process for any and all subsequent measures that you have entered. When you are finished, access this requirement you will need to **Check In** the requirement when you are finished.

Review Method

Print

Remember to "Check Out" workspace to add content.

Navigating Reporting Cont...

Assessment Report VIEW LOG WORD PDF PRINT SHARE CHECK IN

▼ **Actual Result per Measure**

** Show Measures Show Descriptions Show Full Action Details

▼ **Bachelor of Science in Computer Science (11010101) Outcome Set**

Outcome

Outcome: Outcome 1
Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions

▼ **Measure: Measure 1:1**
Direct - Exam

If "Direct Other" or "Indirect Other" is selected, please specify measure:
Measure details: Final Exam Test Items
Using a scoring rubric for pre-selected final exam questions resulting in a composite rating from a range of Excellent to Inadequate. The exam items measure the students' ability apply discrete math concepts to solve computing problems

Establish Acceptable Target for Performance: 90% of students will be rated as "adequate or excellent" on the final exam test items.

Actual Results for Measure 1:1 Add Actual Results

No Actual Results Added

Select "Add Actual Results" to enter your assessment results for each measure.

Navigating Reporting Cont...

Edit Content Discussion Publish Options & Info

Actual Results for Measure 1:1
Outcome: Outcome 1 (Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions)

Please enter the findings for this measure.
*** Required Fields**

* Summary of Actual Results:	<p>In the space provided, add a summary of your actual results in relation to your target performance level for the measure. Be specific to include sample size.</p> <p>Note: For degree programs with on-line and or multi-campus locations, separate actual results by location/modality.</p>
Use Results to Improve Outcome:	<p>In the space provided, discuss how the results were used to improve the outcome. Consider including in the narrative how results were discussed, shared, and used for improvement.</p> <p>Note: This section must be populated with content.</p>
Acceptable Target Achievement:	<p>Final Exam Test Items Using a scoring rubric for pre-selected final exam questions resulting in a composite rating from a range of Excellent to Inadequate. The exam items measure the students' ability apply discrete math concepts to solve computing problems</p> <ul style="list-style-type: none"><input type="radio"/> Target Performance Level not achieved or performance decreased or remained the same as in previous cycle.<input type="radio"/> Target Performance Level not achieved but improvements realized when compared to performance in previous Cycle<input type="radio"/> Target Performance Level Achieved

Cancel Check Spelling SUBMIT

Select the appropriate performance outcome for the measure.

In the space provided, add a summary of your actual results in relation to your target performance level for the measure. Be specific to include sample size.

Note: For degree programs with on-line and or multi-campus locations, separate actual results by location/modality.

In the space provided, discuss how the results were used to improve the outcome. **Consider including in the narrative how results were discussed, shared, and used for improvement.**

Note: This section must be populated with content.

Once completed, select **Submit** to add the actual results for other measures in the assessment plan.

Why “Use Results to Improve Outcome” Section is Important

- It helps to document what the program did with the data that were collected and reported.
- It provides evidence of how the program used the results for seeking improvements.
- Good assessment practice
- Key element for accountability with our institutional accreditor



Example "Use Results to Improve Outcome" narrative

Example 1: The target performance level was achieved for this measure. A review of results for the last three assessment cycles shows consistent performance. While the program is satisfied with performance, we will stretch our performance target from 90% to 93% in the next assessment cycle and continue to reinforce multivariate statistical skills in ABC 1234 course. Additionally, the scoring rubric will undergo internal review to ensure that each performance element is clearly described for consistency in scoring.



Example 2: The program tried something new this assessment cycle. Past performance has been favorable, but for the first time we disaggregated our results at the measure level by gender for the key direct assessment used. To our surprise, females were significantly outperforming males. This stimulated deep discussions among faculty to better understand what might be occurring. The program decided to collect more data to try to better understand what might be occurring. Over the course of the next assessment cycle, the program will conduct focus groups with students and put systems in place to further disaggregate the performance data by race ethnicity.



Navigating Reporting Cont...

Actual Results for Measure 1 Edit Remove

Summary of Actual Results: 100% of students (n=25) received a minimum score of 75% on the exam questions that map to the outcome.

Results : Acceptable Target Achievement: Target Performance Level Achieved

Use Results to Improve Outcome: The results were reviewed with faculty during the quarterly assessment update. Faculty noticed improvements in students performance on this measure when compared to the previous assessment cycle. This they believe was as a result of the new content that was added to the course to strengthen students skills.

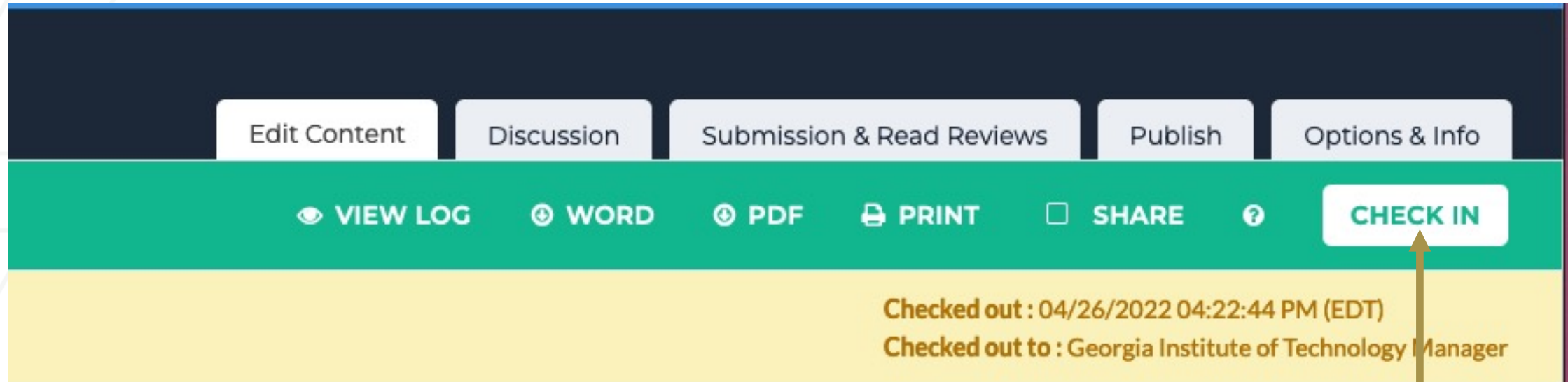
Substantiating Evidence:

[Add/Edit Attachments and Links](#)

You have the ability at the results level to add any supporting documents.

Once complete, repeat the steps outlined in the previous slide to add actual results, and use of results to improve outcome for all measures in the report.

Navigating Reporting Cont...



The screenshot shows a dark blue header with five white navigation tabs: 'Edit Content', 'Discussion', 'Submission & Read Reviews', 'Publish', and 'Options & Info'. Below this is a green bar containing several icons and labels: an eye icon for 'VIEW LOG', a document icon for 'WORD', a PDF icon for 'PDF', a printer icon for 'PRINT', a square icon for 'SHARE', and a question mark icon. To the right of these is a white button with the text 'CHECK IN'. Below the green bar is a yellow bar with the text 'Checked out : 04/26/2022 04:22:44 PM (EDT)' and 'Checked out to : Georgia Institute of Technology Manager'. A brown arrow points from the 'CHECK IN' button down to the yellow bar.

assessments for this cycle. Please attach any relevant reports or other evidence based on your analysis of the findings.

Each outcome and measure that was entered in the assessment plan, the system's Add Findings button will be present. To add assessment findings to your workspace, once a finding has been added you may add any attachments or weblinks to that finding.

On the LAT platform to collect and assess student artifacts, you will also be able to import LAT reports as substantiating evidence for your requirements. To add subsequent measures that you wish to add. In order for others to access this requirement you will need to **Check In the requirement.**

Remember to “**Check In**” workspace when you finish entering all assessment results

Navigating the Continuous Improvement Action Plan Workspace

*It's all about
Continuous
Improvement -
it is the GT
way!!!*



Navigating the Continuous Improvement Action Plan Cont...

Workspace :Assessment Planning and Reporting For Academic Degree Programs

Edit Content | Discussion | Submission & Read Reviews | Publish | Options & Info

EXPAND ALL | COLLAPSE ALL

Edit Content:

Note: This is a LIVE workspace area. You have permission to access this area as a workspace manager. Select item to edit from the left panel to view, add, or edit content. Please note that any changes or submissions you make may disorient the owners of the workspace.

- General Information
- Program Specific Information
 - Program Mission Statement
 - Expected Program-Level Student Learning Outcomes
 - Curriculum Map
- 2020-2021 Assessment Cycle
 - Assessment Plan
 - Assessment Report
 - Continuous Improvement Action Plan
 - Follow-Up on Continuous Improvement Action Plan
- 2021-2022 Assessment Cycle
 - Assessment Plan
 - Assessment Report
 - Continuous Improvement Action Plan
 - Follow-Up on Continuous Improvement Action Plan
- 2022-2023 Assessment Cycle
 - Assessment Plan
 - Assessment Report
 - Continuous Improvement Action Plan
 - Follow-Up on Continuous Improvement Action Plan

The “**Continuous Improvement Action Plan**” should be tied to the results that you reported in this cycle. This section is designed for you to include your action plans for improvement. These are the actions that you plan to operationalize in the **2023-2024 assessment cycle** for improvement.

Important - Not every outcome will likely have an improvement plan; however, we expect to see some efforts for seeking improvement in this section.

Navigating the Continuous Improvement Action Plan Cont...

The screenshot shows a web interface for a 'Continuous Improvement Action Plan'. At the top, there is a navigation bar with the title 'Continuous Improvement Action Plan' on the left and several action buttons: 'VIEW LOG', 'WORD', 'PDF', 'PRINT', 'SHARE', and a green 'CHECK OUT' button. Below the navigation bar is a yellow banner with the text 'Work Not Started'. Underneath the banner, there are two main sections: 'Directions' and 'Review Method'. The 'Directions' section contains a paragraph of instructions and a 'Print' link. A callout box with a blue border and white background is positioned over the 'Print' link and the 'CHECK OUT' button. The callout box contains the text: 'Remember to "Check Out" workspace to add content.' A brown arrow points from the callout box up towards the 'CHECK OUT' button. At the bottom of the interface, there is a light blue banner with a lightbulb icon and the text: 'Start working by clicking Check Out above.'

Continuous Improvement Action Plan

VIEW LOG WORD PDF PRINT SHARE ? CHECK OUT

Work Not Started

▼ Directions

Use this space to document the actions you plan to take based on the analysis of your assessment findings.

To begin, please **Check Out** this requirement. Select either the Create New Continuous Improvement Plan or Copy Existing Plan as Starting Point buttons (Please note that you will only see these options the first time you Check Out this requirement. If you do not see these options, you may proceed to the next step). Click Existing Set button to access the previously-entered outcome sets. Select the set of outcomes that you wish to document an action with this outcomes you wish to add an action to by enabling the checkbox next to each outcome. Click Accept and Return to Plan and for each outcome Add New Action button. To add an action to an outcome, click this button, complete the required fields and press the Continue button. Once add any attachments or weblinks to that measure. NOTE: if you are an LAT user, you will also be able to import LAT reports at this time. Return subsequent actions that you wish to add. In order for others to access this requirement you will need to **Check In** the requirement when you

Print

Remember to "Check Out" workspace to add content.

▶ Review Method

💡 Start working by clicking Check Out above.

Navigating the Continuous Improvement Action Plan Cont...

The screenshot shows the 'Continuous Improvement Action Plan' interface. At the top, there is a green header with navigation options: 'VIEW LOG', 'WORD', 'PDF', 'PRINT', 'SHARE', and a 'CHECK IN' button. Below the header, a yellow banner indicates 'Work Not Started' and provides 'Checked out' information: 'Checked out : 04/06/2023 06:19:31 PM (EDT)' and 'Checked out to : Georgia Institute of Technology Manager'.

The left sidebar contains a navigation menu with sections for 'General Information', 'Program Specific Information', and three 'Assessment Cycle' sections (2020-2021, 2021-2022, and 2022-2023). The '2022-2023 Assessment Cycle' section is highlighted with a yellow background, and a yellow arrow points to the 'Continuous Improvement Action Plan' link within it.

The main content area is titled 'Directions' and contains the following text: 'Use this space to document the actions you plan to take based on the analysis of your assessment findings.' followed by a 'Print' link. Below this is a detailed paragraph: 'To begin, please **Check Out** this requirement. Select either the Create New Continuous Improvement Plan or Copy Existing Plan as Starting Point buttons (Please note that you will only see these options the first time you Check Out this requirement. If you do not see these options, you may proceed to the next step). Click Select Set and select the Select Existing Set button to access the previously-entered outcome sets. Select the set of outcomes that you wish to document an action with this cycle and then select the specific outcomes you wish to add an action to by enabling the checkbox next to each outcome. Click Accept and Return to Plan and for each outcome that was selected, you will see an Add New Action button. To add an action to an outcome, click this button, complete the required fields and press the Continue button. Once an action has been added you may add any attachments or weblinks to that measure. NOTE: if you are an LAT user, you will also be able to import LAT reports at this time. Repeat this process for any and all subsequent actions that you wish to add. In order for others to access this requirement you will need to **Check In** the requirement when you are finished.'

Below the text are two buttons: 'CREATE NEW OPERATIONAL PLAN' (highlighted in blue) and 'COPY EXISTING PLAN AS STARTING POINT'. A yellow arrow points from a text box below to the 'CREATE NEW OPERATIONAL PLAN' button. The text box contains the instruction: 'Select "Create New Operational Plan" to begin the process of building out your continuous improvement action plan.'

Navigating the Next Continuous Improvement Action Plan Cont...

▼ Directions

Use this space to document the actions you plan to take based on the analysis of your assessment findings.

[Print](#)

To begin, please **Check Out** this requirement. Select either the Create New Continuous Improvement Plan or Copy Existing Plan as Starting Point buttons (Please note that you will only see these options the first time you Check Out this requirement. If you do not see these options, you may proceed to the next step). Click Select Set and select the Select Existing Set button to access the previously-entered outcome sets. Select the set of outcomes that you wish to document an action with this cycle and then select the specific outcomes you wish to add an action to by enabling the checkbox next to each outcome. Click Accept and Return to Plan and for each outcome that was selected, you will see an Add New Action button. To add an action to an outcome, click this button, complete the required fields and press the Continue button. Once an action has been added you may add any attachments or weblinks to that measure. NOTE: if you are an LAT user, you will also be able to import LAT reports at this time. Repeat this process for any and all subsequent actions that you wish to add. In order for others to access this requirement you will need to **Check In** the requirement when you are finished.

▶ Review Method

▼ Actions

Select Set

“**Select Set**” to access the outcomes you will provide improvement plans for that will be operationalized in the **2023-2024 assessment** cycle.

Navigating the Next Continuous Improvement Action Plan Cont...

Workspace :Assessment Planning and Reporting For Academic Degree Programs

EXPAND ALL COLLAPSE ALL

Select outcome sets for Measure

SELECT EXISTING SET ACCEPT AND RETURN TO PLAN

General Information

Program Specific Information

- Program Mission Statement
- Expected Program-Level Student Learning Outcomes
- Curriculum Map

Outcome Sets

No outcome sets attached

Next "Select Existing Set"

Detailed description: This screenshot shows the 'Select outcome sets for Measure' step in the assessment planning process. The interface includes a top navigation bar with 'Edit Content', 'Discussion', 'Publish', and 'Options & Info' buttons. A left sidebar contains 'General Information' and 'Program Specific Information' sections. The main content area shows 'Outcome Sets' with the message 'No outcome sets attached'. A green header bar contains the title and two buttons: 'SELECT EXISTING SET' and 'ACCEPT AND RETURN TO PLAN'. A callout box with an arrow points to the 'SELECT EXISTING SET' button, labeled 'Next "Select Existing Set"'. The 'Program Specific Information' section is expanded to show 'Program Mission Statement', 'Expected Program-Level Student Learning Outcomes', and 'Curriculum Map'.

Workspace :Assessment Planning and Reporting For Academic Degree Programs

EXPAND ALL COLLAPSE ALL

Import Outcome Set

Select an Existing Set in Bachelor of Science in Biology (26010102)

Bachelor of Science in Biology (26010102) Outcome Set (Learning Objectives & Outcomes) [View Set]

Cancel CONTINUE

Select your degree program.

Select Continue to access your Outcome Set.

Detailed description: This screenshot shows the 'Import Outcome Set' step. The interface is similar to the previous one, with a top navigation bar and a left sidebar. The main content area has a green header 'Import Outcome Set' and a search box 'Select an Existing Set in Bachelor of Science in Biology (26010102)'. Below the search box, a radio button is selected next to the option 'Bachelor of Science in Biology (26010102) Outcome Set (Learning Objectives & Outcomes)'. Below this, there are 'Cancel' and 'CONTINUE' buttons. Two callout boxes with arrows provide instructions: one points to the search box with the text 'Select your degree program.', and another points to the 'CONTINUE' button with the text 'Select Continue to access your Outcome Set.' The 'Program Specific Information' section in the sidebar is expanded to show 'Program Mission Statement', 'Expected Program-Level Student Learning Outcomes', 'Curriculum Map', and '2020-2021 Assessment Cycle'.

Navigating the Next Continuous Improvement Action Plan Cont...

Select outcome sets for Measure SELECT EXISTING SET ✓ ACCEPT AND RETURN TO PLAN

Outcome Sets

Show Descriptions Show Mapping

▼ Bachelor of Science in Biology (26010102) Outcome Set (Outcomes)

Mapping	Outcome	Mapping	
<input type="checkbox"/>	Outcome 1 Q Students will be able to use effective graphic communication in biological sciences.	No Mapping	
<input type="checkbox"/>	Outcome 2 Q Students will be able to identify gaps/ limitations in current research knowledge through the review, filtering and synthesis of relevant literature.	No Mapping	Hide
<input type="checkbox"/>	Outcome 3 Q Students will be able to apply statistical reasoning to biological experiments.	No Mapping	Hide
<input type="checkbox"/>	Outcome 4 Q Students will be able to apply disciplinary knowledge and skills in the design and implementation of research-based experiments	No Mapping	Hide

Once you have selected the outcome(s), select “**Accept and Return to Plan.**”

You will now have the ability to select the specific outcome/outcomes that you will include improvement plans based on the assessment results that will be operationalized in **2023-2024 assessment cycle.**

Navigating the Next Continuous Improvement Action Plan Cont...

Continuous Improvement Action Plan

VIEW LOG WORD PDF PRINT SHARE CHECK IN

Work In Progress

Checked out : 04/25/2021 01:27:49 PM (EDT)
Checked out to : Georgia Institute of Technology Manager

▸ Directions

▼ Actions

Show Descriptions Show Full Actual Results Details Select Set

▼ Bachelor of Science in Biology (26010102) Outcome Set

Outcome

Outcome: Outcome 1 Add New Action
Students will be able to use effective graphic communication in biological sciences.

No actions specified

Select here to add your improvement action plan.

Note: These are the action plans for improvement that will be operationalized in the 2023-2024 assessment cycle.

Navigating the Next Continuous Improvement Action Plan Cont...

Continuous Improvement Action Plan VIEW LOG WORD PDF PRINT SHARE CHECK IN

Directions : Select actual results that support this action (or skip this step and add actual results later)

Do not show this page again during this session when creating action s within this workspace

Cancel CONTINUE »

All Actual Results for Outcome : Outcome 1 Show Full Actual Results Details

Actual Results for Measure : Measure 1

Summary of Actual Results : 100% of students (n=25) received a minimum score of 75% on the exam questions that map to the outcome.

Cancel CONTINUE »

Select the actual results that support your action plan for improvement and then select **Continue**.

Navigating Reporting Cont...

The screenshot shows a web interface for reporting. At the top, there are buttons for 'Cancel' and 'Check Spelling' on the left, and 'IMPORT ACTION' and 'APPLY CHANGES' on the right. The main content area is divided into two columns. The left column has a section 'Linked to Actual Results:' with a 'Show Full Actual Results Details' link and a checkbox. Below this is a field for '* Action Item Title:' with a callout box pointing to it. The right column has a section 'Actual Results for Measure 1' with a sub-section 'Summary of Actual Results: 100%' and a callout box pointing to the 'Action details:' field below it. At the bottom of the form, there are another set of 'Cancel' and 'Check Spelling' buttons on the left, and 'IMPORT ACTION' and 'APPLY CHANGES' buttons on the right. A callout box points to the 'APPLY CHANGES' button.

Provide a title for your action plan (e.g., Course Revision, Recitation Lab etc.)

Provide a brief narrative of your improvement plan. Please be specific in your action plan to include what will be done, by whom, and by when where appropriate.

Once complete, select “**Apply Changes**” to return to the workspace and then repeat this process for the other outcome(s) in your improvement plan.

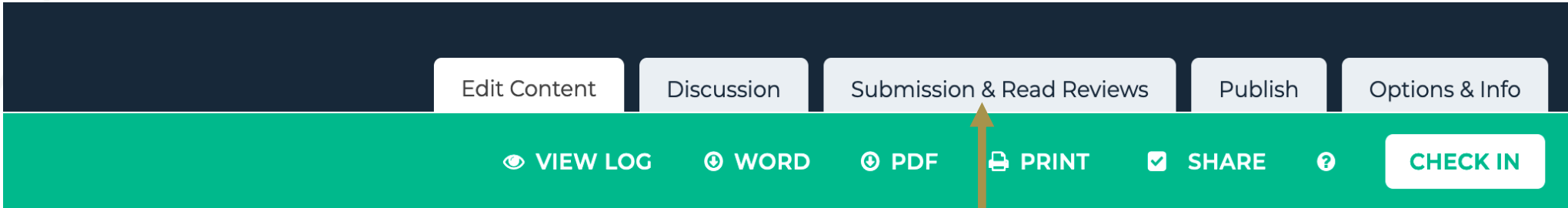
Note: Remember to Check In the workspace when you are complete.

Submitting 2022-2023 Assessment Report

*We do not know you are done until you **Submit**.
As a reminder reports are due by **May 31!!!***



Submitting 2022-2023 Assessment Report



Be sure that you are in the correct Assessment Cycle (i.e., 2022-2023)

At the top of the screen, select **Submission & Read Reviews**.

2022-2023 Assessment Cycle			
Assessment Plan	In Progress	Edit Work	Submit Work
Assessment Report		Edit Work	Submit Work
Continuous Improvement Action Plan	In Progress	Edit Work	Submit Work
Follow-Up on Continuous Improvement Action Plan		Edit Work	

Select **Submit Work**

Note: You only need to do this for the "Assessment Report" workspace



Generating, Printing and Publishing Assessment Reports

Option 1: Generating and Printing Reports

The screenshot displays the Georgia Tech Assessment Management System (AMS) interface. At the top, there is a blue navigation bar with the Georgia Tech logo on the left and 'My Account' and 'Help' on the right. Below the navigation bar, there are several menu items: HOME, SHARED RESOURCES, LOCATOR, MESSAGES, RESOURCE TOOLS, and ANALYTICS. The main content area is divided into a left sidebar and a main panel. The sidebar contains sections for 'Review' (with sub-items: Items requiring review, Reviews to be reconciled, Reviews to be released, View all submissions) and 'AMS Coordinator' (with sub-items: Workspace tools, Announcements, Manage resources, Organization goals editor, Survey management). The main panel features a 'Greetings' section with a welcome message and a link to the Office of Academic Effectiveness. Below this, there is a 'Workspaces - All Access Mode' section with radio buttons for 'Assigned Workspaces', 'Preview Mode', and 'All Access Mode'. A search bar contains the text 'computer' and buttons for 'Search' and 'Clear'. The main content area shows two program listings. The first listing is for 'Bachelor of Science in Computer Science (11010101)' and the second is for 'Doctor of Philosophy with a major in Computer Science'. A callout box with a blue border and white background points to the first listing, containing the text: 'Select "Assessment Cycle Detail" to generate report and then select Go.' Another callout box with a blue border and white background points to a drop-down menu that is open over the first listing, containing the text: 'Select here to access the drop-down list of options.' The drop-down menu lists several options: '- select report -', 'Alignment', 'Assessment Cycle Summary', 'Assessment Cycle Detail', 'Operational Plan Summary', and 'Operational Plan Detail'. The 'Assessment Cycle Detail' option is highlighted in blue.

Option 1: Generating and Printing Reports Cont...

Assessment Cycle Detail Report

Select Workspace :

- Select Workspace -

Select "Assessment Planning and Reporting for Academic Degree Programs" from the drop-down.

Select Assessment Plan:

Assessment Plan and Assessment Report

Filter by Outcome or Goal Set Alignment:

Do not filter

Cancel

CONTINUE

Select the appropriate assessment cycle from the drop-down list e.g., (2022-2023 Assessment Cycle)

Select continue to generate report

Option 1: Generating and Printing Reports Cont...

Assessment Cycle Report Detail

Assessment Cycle Details for : Bachelor of Sc

Workspace : Assessment Planning and Reporting For

Assessment Plan : 2021-2022 Assessment Cycle: Assessment Plan and Assessment Report

Assessment Plan Template : Academic Program Assessment Plan Template [View]

Report Generated : Thursday, April 28, 2022

Display : Mapping **Advanced Display Options** **Export to Excel with Options**

Include : Only measures with actual results

PRINT VIEW EXPORT TO EXCEL WITH OPTIONS EXPORT TO PDF EXPORT TO WORD

Measures and Actual Results

Note options for printing/exporting the report.

Outcome

Outcome 1
Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions

Measure
Measure 1:1

DIRECT - EXAM

If "Direct Other" or "Indirect Other" is selected, please specify measure:

Measure details:
Final Exam Test Items
Using a scoring rubric for pre-selected final exam questions resulting in a composite rating from a range of Excellent to Inadequate. The exam items measure the students' ability apply discrete math concepts to solve computing problems

Establish Acceptable Target for Performance:
90% of students will be rated as "adequate or excellent" on the final exam test items.

Supporting Attachments:

No Actual Results Added to Measure 1:1

Option 2: Publishing and Sharing Reports

Workspace :Assessment Planning and Reporting For Academic Degree Programs

Edit Content Discussion Submission & Read Reviews Publish Options & Info

EXPAND ALL COLLAPSE ALL

Edit Content:

Note: This is a LIVE workspace area. You have permission to access this area as a workspace manager. Select item to edit from the left panel to view, add, or edit content. Please note that any changes or submissions you make may disorient the owners of the workspace.

Select Publish

General Information

- Program Specific Information**
 - Program Mission Statement
 - Expected Program-Level Student Learning Outcomes
 - Curriculum Map
- 2020-2021 Assessment Cycle**
 - Assessment Plan
 - Assessment Report
 - Continuous Improvement Action Plan
 - Follow-Up on Continuous Improvement Action Plan
- 2021-2022 Assessment Cycle**
 - Assessment Plan
 - Assessment Report
 - Continuous Improvement Action Plan
 - Follow-Up on Continuous Improvement Action Plan

Option 2: Publishing and Sharing Reports Cont...

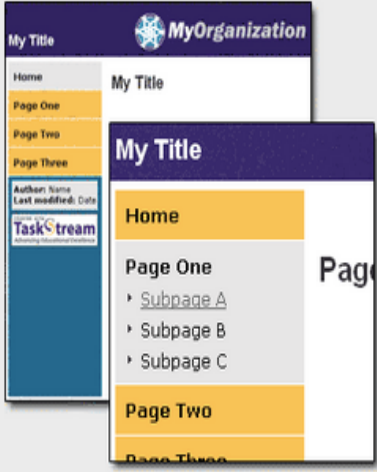
Workspace : Assessment Planning and Reporting For Academic Degree Programs

Edit Content Discussion Submission & Read Reviews Publish Options & Info

Choose Style / Web View

Current Selected Style
Layout : Left Navigation 1
Theme : My Organization Web Theme

Preview Change Style



Publication / Publish Options

Publish Workspace to the Web ⓘ
Publishing to the Web enables anyone to access your work from the Internet using the web address that you create.

Current Status: Unpublished **Publish**

Export to PDF ⓘ
To export your workspace to a PDF, click the Export to PDF button below.

Export to PDF

Export to ⓘ
To export y below.

Export t

E-mail Workspace ⓘ
Workspace can be sent to other Taskstream subscribers via the Message Center or to an external e-mail address.

E-mail

Select Publish

Option 2: Publishing and Sharing Reports Cont...

Bachelor of Science in Computer Science (11010101)
Workspace :Assessment Planning and Reporting For Academic Degree Programs

Edit Content Discussion Submission & Read Reviews Publish Options & Info

Directions: Publishing your work to the Web enables people to access your workspace from any computer with an Internet connection. You no longer have to be a Taskstream subscriber to access the work since you will create a personalized web address (URL) that can be used to access your work directly. You may also choose to limit access to this URL by creating a password. Share your URL with anyone you wish. You can unpublish your work at any time.

Note: Any future changes will be automatically reflected in your published work.

Publish Options

Create a Customized Web Address: A suggestion has been provided, you may change it if you wish	1 https://www.taskstream.com/ts/bachelorofscienceincomputerscience1/AssessmentP... (Only numbers, letters, and dashes '-' are allowed; no spaces or slashes.)
Create a password: A password limits access to this web address	<input type="radio"/> Create a Password <input type="radio"/> No password needed <input type="radio"/> Password needed
	Require password : <input type="text"/> (Use a minimum of 4 characters - only numbers and letters allowed, no spaces.)

Cancel PUBLISH

Url for sharing your report

You have the ability to password protect access

Select **Publish** after you have made the appropriate selections above



SACSCOC update and Assessment Reporting for Academic Degree Programs

Who is SACSCOC?

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) is the body for the accreditation of degree-granting higher education institutions in the Southern states.

SACSCOC is recognized by the U.S. Department of Education as an institutional accreditor that serves as a gatekeeper for federal financial aid programs governed by Title IV of the Higher Education Act.



SACSCOC Timeline for 2025 Reaffirmation



SACSCOC Standard Related to Program-Level Assessment of Student Learning

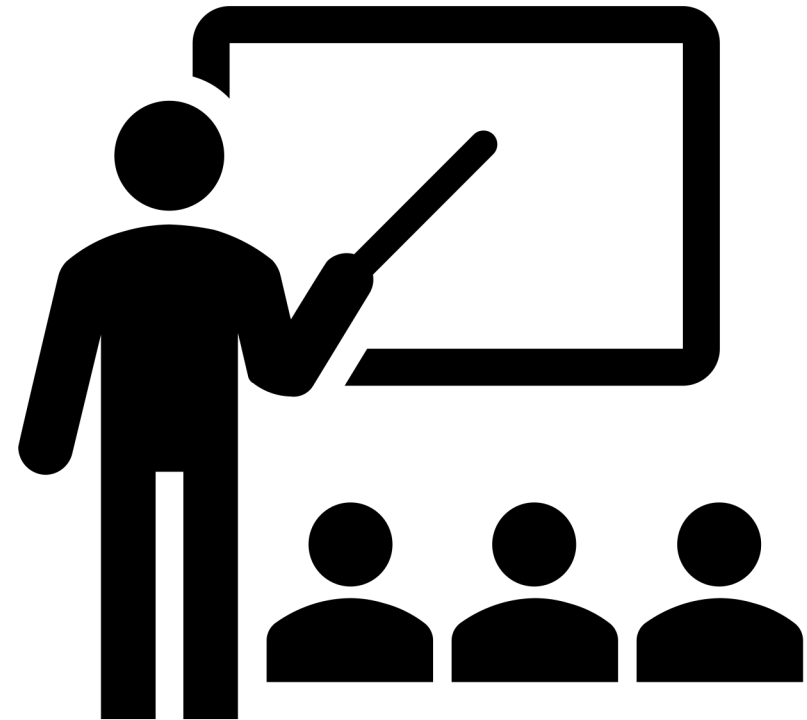
The standard in a nutshell

8.2.a reads:

The institution identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of seeking improvement based on analysis of the results in student learning outcomes for each of its educational programs.

The focus of this standard is on the assessment of **Program-Level Student Learning Outcomes**.

Note: What you do is critically important for this standard.



Helpful links

Assessment Toolkit:

<https://academiceffectiveness.gatech.edu/assessment-toolkit>

Assessment Resources

<https://academiceffectiveness.gatech.edu/assessment-toolkit/assessment-resources/>

Accessing AMS (i.e., cloud-based Assessment Management System)

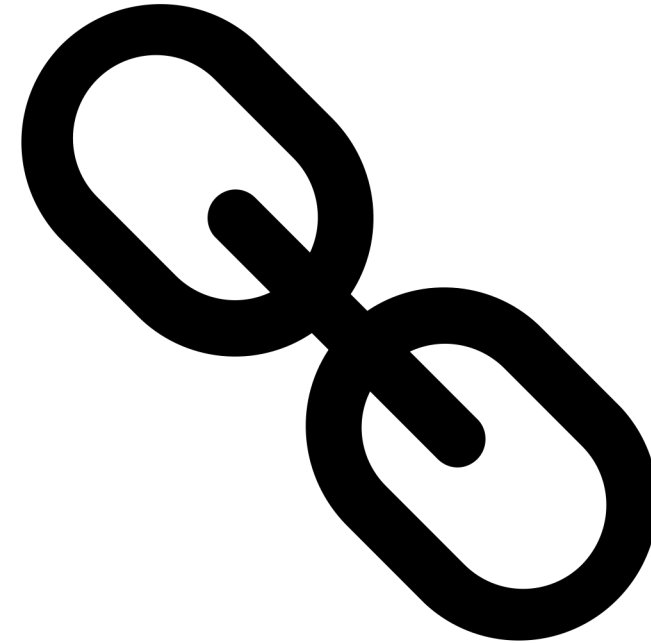
<https://w.taskstream.com/cas/login?partnerId=uafjff9eu>

Exit Survey Visualizations and Summary Data

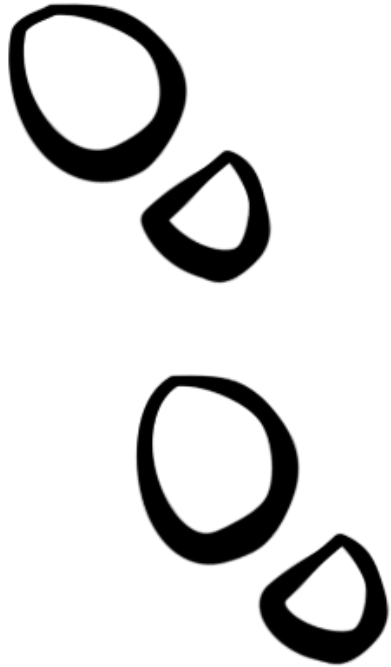
<https://www.academiceffectiveness.gatech.edu/surveys/institute-surveys#ExitSurveys>

Office of Academic Effectiveness Events Page

<https://www.academiceffectiveness.gatech.edu/events>



Next Steps & Opportunities to Engage



Assessment One-On-One

These are 30-minute sessions designed to answer your assessment related questions and provide you support in preparing your **2022-2023 Annual Assessment Report**. Sessions will be offered starting **May 9 – May 26**.

RSVP link:

<https://outlook.office365.com/owa/calendar/OfficeofAcademicEffectiveness1@gtvault.onmicrosoft.com/bookings/s/c6BqlitHpUmvSlq3kQJQ3A2>

Annual Reports are due by May 31

Discussion, Questions, Comments, etc.)

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