Grossmont College TRAC DAT

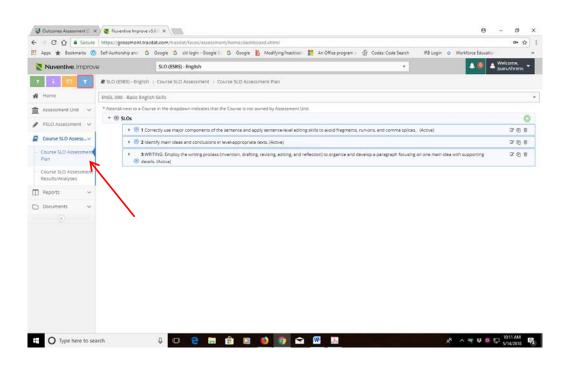
Information on Updating Assessment Method

Before you can enter SLO assessment results, you need to do the following steps:

- On the Home page for your department/unit, you will see a grid with all of the courses listed.
- Find the course you will be working with and click on the link to that course (example: English 120)

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Nuventive. Improve SLO (ESBS) - English			SLO (ESBS) - English		*		A Welcor Joan A	ne, hrens •
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🐔 Home								
🟦 Assessment Unit 🗸	Cour	se Sun	nmary - Owned					
🖋 PSLO Assessment 🗸 🗸			Courses	51.01	Assessment Methods	Course SLO Assessment Results/Analyses	Actions	Follow- Up
Course SLO Assess	•	-	ENG 099 - Accelerated Preparation for College Reading, Reasoning, and Writing	1.0 3	9	4	0	0
Reports V	,	-	ENGL 061 - Writing Skills 1	1	1	1	0	0
	,	-	ENGL 062 - Writing Skills II	2	.1	1	0	.0
		-	ENGL 053 - Writing Skills III	1	1	3	0	0
	•	-	ENGL 064 - Writing Skills IV	61	/1	3	0	0
		-	ENGL 050 - English Study Skills	.1	0	0	0	0
		-	ENGL 090 - Basic English Skills	3	1	1	0	0
		-	ENGL 090R - Reading Skills Development	(3)	3	.4	0	0
		*	ENGL 058 - English Fundamentals	7	2	2	0	0
		-	ENGL 090R - Reading Fundamentals	3	- 3		0	ó
		-	ENGL 105 - College Reading	1	0	0	0	0
		-	ENGL 108 - College Vocabulary	2	o	0	0	0
	,	*	ENGL 110 - College Composition	5	1	0	0	.0
	,	+	ENGL 110R - Principles of College Reading	3	3	34 	0	0
		-	ENGL112 - Essentials of Literature	3	0	0	0	0
		-	ENGL 118 - Linevistics and English: An Introduction to	1	0	0	0	0

• Go to the Course SLO Assessment Plan (see the menu on the left column of your screen)



- Look for the SLO that you will be working on (example: SLO #1)
- To the left of the SLO #, you will see a small black triangle
- When you click on the black triangle, more options will open up for working on the SLO.

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Nuventive. Improve		elcome, an.Ahrens
i 🗉 🔻	SLO (ESBS) - English > Course SLO Assessment > Course SLO Assessment Plan	
Home	ENGL 090 - Basic English Skills	
Assessment Unit 🗸	* Asterisk next to a Course in the dropdown indicates that the Course is not owned by Assessment Unit.	
PSLO Assessment 🗸	▼ ® SLOs	
Course SLO Assess	Correctly use major components of the sentence and apply sentence-level editing skills to avoid fragments, run-ons, and comma splices. (Active) Semester(s) to be Assessed: 2017-2018 (Spring 2018), 2020-2021 (Fall 2020), 2020-2021 (Spring 2021) Start Date: 10/24/2017 SLO Last Updated: 10/24/2017	6 4 1
	All Assessment Methods	
Course SLO Assessment Results/Analyses	👻 Related Items	
Reports 🗸	Assignment	
Documents 🗸	Identify main ideas and conclusions in level-appropriate texts. (Active)	ෂී එ
(3 WRITING: Employ the writing process (invention, drafting, revising, editing, and reflection) to organize and develop a paragraph focusing on one main idea with supporting details. (Active)	ෂඇ

- If you have already assessed this SLO, look at the assessment method that was entered previously. If you are not changing the assessment method, you can go to the left menu and select Course SLO Assessment Results/Analysis and follow the directions on the next page (titled "Information on Entering SLO Assessment Results").
- If you are using a new assessment method or you have never assessed this SLO before, you will need to select an assessment method by doing the following:
 - On the far right of the row labeled assessment method, you will see a green plus sign.
 Click on the green plus sign to open this menu.
 - Use the down arrow to select the assessment type.
 - Write a brief summary of how the assessment will be conducted.
 - Write a note about the assessment (optional).
 - Provide your name.
 - Be sure to SAVE before moving on.

Grossmont College TRAC DAT Information on Entering Course Assessment Results/Analysis

1. Log in to Trac Dat using your user name and password for Grossmont College email. You will find a

link to Trac Dat on the Outcomes Assessment Page in the Faculty/Staff section of the college website.

2. Using the drop down arrow in the menu bar, select the SLO site for your division and department.

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File Edit Yew History Bookmark Outcomes Assessment (SL.)			101 C 10	
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	🕏 Suggested Sites 🛞 Web Sice Gallery			
>tracdat	SLO (ALC) - American Sign Language		🔍 🥝 🔺 Welcome, 👻	
	SLO (ALC) - American Sign Language - Course SLO Assessment - Course SLO Assessment A	Results/Analyses		
R Home	ASL 120 - American Sign Language I			
	* Asterisk next to a Course in the dropdown indicates that the Course is not owned by Assessment Unit	L	×	
	P 1 Students will be able to recognize and produce vocabulary from the Signing Naturally textboo		ents, presentations, peer feedback, tests	<
	O 2 Students will be able to have a basic introductory conversation in ASL by demonstrating their			
Para company	I Students will be able to demonstrate their knowledge of Deaf history, Deaf culture and common strate their knowledge of Deaf history.	nunity by writing papers, through participation in class discussions, and compl	etion of written exams.	Step
Course SLO Assessment Plan				L
Course SLD Assessment Results/Analyses				
🖽 Reports 🔍 🛩				
🗅 Documents 🗢				

3. Click on Course Assessment on the right hand menu, and then go to Course Assessment

Results/Analysis.

- 4. On the right hand side of the screen, use the drop down box to select the course (e.g., ASL 120).
- 5. Click on a triangle to expand an outcome.

Go to Next Page

Edit View History Bookmark Outcomes Assessment (SL			- 0
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>tracdat [.]	SLO (ALC) - Dance	*	🔔 🧿 🔺 Welcome, 👻
E 🗖 🕇 🤅	SLO (ALC) - Dance \Rightarrow Course SLO Assessment \Rightarrow Co	ourse SLO Assessment Results/Analyses > Add Course SLO Assessment Result/Analysis	
Home			🖺 Save 👻 🐂 Return
Assessment Unit 🗸 🗸	evaluated by the department SLO coordinator.		
PSLO Assessment 🗸 🗸	Target/Benchmark (req)* 90% success rate (C Notes Proposal prepared by: David Mullen	or better)	
Course SLO Assess	* Course SLO Assessment Result/Analysis Date	10/02/2017	
Course SLO Assessment Plan	* Course SLO Assessment Result/Analysis	10/02/2017	
Course SLO Assessment Results/Analyses	* Semester SLO Was Assessed		
Reports 🗸	* Target/Benchmark Met		
Documents ~	* Course SLO Action (CLICK "?" FOR SPECIFICS)		
		0	
	Notes:		0
	* Unit/Program Improvement		0
	* Next Semester SLO/ASO/SSO/ISO Will Be Assessed	. 0	
	* Report prepared by		
		* Required field	
	Actions		 ● ●

- 6. Click on the plus sign on the right hand side of the screen. The window above will appear and you will be able to add assessment results.
- 7. In the course SLO assessment result/analysis box: Type a brief summary of the assessment results.
- 8. Indicate the semester the SLO was assessed by using the drop down menu to select the year and semester the SLO was assessed.
- 9. Select "Y" or "N" to indicate if the benchmark was met.
- 10. Course SLO Action: Summarize your improvement plan here. *This is the most important step in the SLO assessment cycle*. For example, you may decide to revise the assessment, the benchmark, or the SLO itself. Another option might be to make a change in teaching methods, such as creating more opportunities for formative assessment (e.g., one-minute papers), or revising your course content. <u>Use the drop down arrow on the far right to select your improvement plan</u>. <u>Use the notes section to</u> <u>provide detail of your improvement plan</u>.
- 11. Unit/Program Improvement: This could be a summary of how your department plans to use the assessment results to improve a course, course sequence, or program.
- 12. Indicate the next semester the SLO will be assessed. For high enrollment courses, consider assessing regularly to strive for continuous improvement.
- 13. Provide your name in the "Report prepared by" area.
- 14. Finally, be sure to use the yellow "SAVE" box to save your work.