

Welcome to the Program Assessment Database.

To get started:

Enter your program ID into the User Name field.

Enter the password into the Password field.

If you don't know the Program ID or Password please contact the Provost's Office for assistance.

Sign In

Enter your Program ID and Password

Enter your user name and password.

User Name

Password

Remember User Name

Remember Password

Automatically Sign In

Find your program ID

OK Cancel

Mouse over the "Assessment Plans" text , this will display the "Show My Programs" Link
Click on "Show My Programs"

Hello mobi Sign Out

Assessment Plans

Show My Programs

Welcome to the new 2013 look of the updated Program Assessment Database.

Mouse over the "Assessment Plans" text to the left and click on "Show My Programs". Pick the program you wish to work on from the resulting list. Clicking on the magnifying glass will then display your full program. The full program plan consists of 4 groups of information: program learning goals, course matrix, action plan and outcomes.


You will find these images throughout the program to help you navigate. Mouse over each image for it's description.

Add new record Copy current record Edit current record Delete current record View current record

In our example below, we are using the Program Id "Mobi"

This program Id produces 3 different programs, "BS", "CER", and "MS"

Click on the magnifying glass to choose the program you wish to work on.



Hello mobi [Sign Out](#)

Assessment Plans

Assessment Click on the magnifying glass to choose the program to work on. Actions ▾


College School	CSAM	Department	BIOL	Program Degree	MOBIBS	Student Level	U	Final Status	Approved
Completed By	Lisa Hazard							Outcome Status	Incomplete
Email Address	hazardl@mail.montclair.edu								

College School	CSAM	Department	BIOL	Program Degree	MOBICER	Student Level	G	Final Status	Approved
Completed By	Lisa Hazard							Outcome Status	Incomplete
Email Address	hazardl@mail.montclair.edu								

College School	CSAM	Department	BIOL	Program Degree	MOBIBS	Student Level	G	Final Status	Approved
Completed By	Lisa Hazard							Outcome Status	Complete 2012
Email Address	hazardl@mail.montclair.edu								

Page Size 10 ▾


To add a new goal:
 Click the "Actions" Button, then click the "+" sign
 To edit an existing goal:
 Click on the "Edit" icon as shown below.


Assessment 

College School	Department	Program Degree	Student Level	Plan Status	Assessment Calendar
CSAM	BIOL	MOBIBS	U	Approved	Incomplete
Email Address	hazardl@mail.montclair.edu				
Completed By	Lisa Hazard				

Learning Goals **Course Matrix** Action Plan Assessment Summary Program Documents

PLG Click on the "Actions" button, then the "+" icon to add a new goal. Actions ▾ Filters ▾

	Program Learning Goal	PLG 1	Program	BIOL435	Assessment Tool	BIOL435PLG1.docx
Learning Goal Description Students will be able to design experiments, interpret data and develop conclusions. Assessment Measure Evaluation of Laboratory Reports Develop Measure Carlos Molina Assessment Schedule Term Fall2012						

	Program Learning Goal	PLG 2	Program Degree	MOBIBS	Course	BIOL435	Assessment Tool	BIOL435PLG2.docx
Learning Goal Description Students will be able to perform appropriate experimental techniques. Assessment Measure Practical Laboratory Report Develop Measure Carlos Molina Assessment Schedule Term Fall2012								

Page Size 10 ▾

The ensuing form will have 10 fields to fill out:
 Course Number = Which course will you be using for this assessment

Program Learning Goal = if you already have 3 learning goals, this would be PLG 4
Assessment Schedule Term = When will you assess the Learning Goal ie: Spring 2014

Assessment Plans

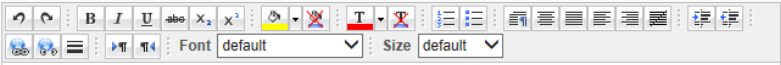
Add PLG

Program Degree Program

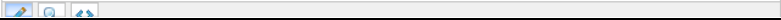
Course Program Learning Goal


Assessment Schedule Term

Learning Goal Description




Font default Size default





Let's move on the "Course Matrix" Tab

Clicking on the Course Matrix Tab will give you a starting point for the courses in your program. You may add, edit or delete as you see fit.

Assessment 















College School: CSAM Department: BIOL Program Degree: MOBIBS Student Level: U Plan Status: Approved Assessment Calendar: Incomplete

Email Address Completed By: hazardl@mail.montclair.edu
Lisa Hazard

Choose the appropriate button to:
 Edit a Course
 Add a Course
 Delete a Course
 Duplicate a Course


Learning Goals | **Course Matrix** | Action Plan | Assessment Summary | Program Documents

Course Matrix Actions Filters

Program Degree	Course	Goal 1	Goal 2	Goal 3	Goal 4	Goal 5	Goal 6	Goal 7	Goal 8	Goal 9	
MOBIBS	BIOL112	X	X	X	X						 
MOBIBS	BIOL113	X	X	X	X						 
MOBIBS	BIOL230	X	X	A	X						 
MOBIBS	BIOL350	X	X	X	X						 
MOBIBS	BIOL380	X	X	X	X						 
MOBIBS	BIOL434			X	A						 
MOBIBS	BIOL435	A	A								 

Page Size 10

Place a "X" in a column when a course supports a learning goal but data will not be reported.
 Place an "A" in a column when this course is used for Assessment within the database.
 If you have 4 learning goals (as shown here) then each of the 4 columns should have at least 1 "A" (Assessment Point)















Assessment 

College School: CSAM Department: BIOL Program Degree: MOBIBS Student Level: U Plan Status: Approved Assessment Calendar: Incomplete

Email Address Completed By: hazardl@mail.montclair.edu
Lisa Hazard

Learning Goals | **Course Matrix** | Action Plan | Assessment Summary | Program Documents

Course Matrix Actions Filters

Program Degree	Course	Goal 1	Goal 2	Goal 3	Goal 4	Goal 5	Goal 6	Goal 7	Goal 8	Goal 9	
MOBIBS	BIOL112	X	X	X	X						 
MOBIBS	BIOL113	X	X	X	X						 
MOBIBS	BIOL230	X	X	A	X						 
MOBIBS	BIOL350	X	X	X	X						 
MOBIBS	BIOL380	X	X	X	X						 
MOBIBS	BIOL434			X	A						 
MOBIBS	BIOL435	A	A								 

In this example, BIOL434 is a designated assessment point for Goal 4 where as the other 5 course support the learning goal.

Page Size 10

Action Plan Tab

The Action plan consists of 2 fields of information:

“Results” and “Use of Data”.

These 2 fields of information could possibly be the most important section of your Assessment Plan.


What are the results? Do they “Exceed,” “Meet” or are they “Below” expectations (your expectations).

How will you disseminate the results?

How will you use the results?

And what action(s) will be taken based on the results?

This portion of the Assessment Plan will be completed each year.




Assessment 

College School	Department	Program Degree	Student Level	Plan Status	Assessment Calendar
CSAM	BIOL	MOBIBS	U	Approved	Incomplete

Email Address hazard@mail.montclair.edu
Completed By Lisa Hazard




Learning Goals Course Matrix **Action Plan** Assessment Summary Program Documents

Actions Filters

 Academic Year 2012-2013 Email Address Vegaq@mail.montclair.edu Completed By Quinn Vega  

Results Results from each evaluation will be presented at the 1st February dept. meeting of the year.

Use Of Data In May of each year a committee will develop recommendations for the following year's assessment and any necessary modification of the particular course structure.

 Academic Year 2012-2013 Email Address Vegaq@mail.montclair.edu Completed By Quinn Vega  

Results Results from each evaluation will be presented at the 1st February dept. meeting of the year.

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◀ 1 ▶ Page Size 10 ▼

Assessment Summary Tab

This is where you summarize the data that was collected from the courses you designated as an assessment points in the course matrix and your program learning goals section.

If you have 4 Program Learning Goals you should have 4 courses in the assessment summary.

To Add, delete or duplicate a row use the same feature as described above on page 4

To enter your data: Click on the "Edit" icon and enter your data on the ensuing form.

Assessment

College School	Department	Program Degree	Student Level	Plan Status	Assessment Calendar
CSAM	BIOL	MOBIBS	U	Approved	Incomplete
Email Address Completed By	hazardl@mail.montclair.edu Lisa Hazard				

Learning Goals | Course Matrix | Action Plan | Assessment Summary | Program Documents

Assessment Summary Actions ▾

AY	Program	Goal	Course	Below	Meets	Exceeds	Attachment
2012-2013	MOBIBS	PLG1	BIOL435	0.00 %	0.00 %	0.00 %	
2012-2013	MOBIBS	PLG2	BIOL435	0.00 %	0.00 %	0.00 %	
2012-2013	MOBIBS	PLG3	Biol230	16 61.54 %	1 3.85 %	9 34.62 %	Open File
2012-2013	MOBIBS	PLG4	Biol434	0.00 %	0.00 %	0.00 %	

⏪ ⏩ 1 of 1 ▶ 4 Items 20 / page

Data Entry Screen for "Assessment Summary" tab

Assessment Plans

Edit Assessment Summary

Program	Academic Year	Course	Learning Goal	Below	Meets	Exceeds
MOBIBS	2012-2013	Biol230	PLG3	16	1	9

File Content Browse...

File Name

Save Cancel

You will be required to provide a pdf showing an example of "Below" "Meets" and Exceeds. Blank out any / all student information before uploading.

Use the Browse button to find your document, then in the "File Name" field enter a name for you document. In this example something like PLG3_BIOL230_2013.pdf
This name includes Learning Goal + Course + Reporting year