

STEPS TO ENTER cSLO RESULTS IN TRACDAT

1. Logging into TracDat.


Website Address: <https://goldenwestcollege.tracdat.com>

Use your standard GWC computer login username and password.

2. From the dropdown menu at the top, select the discipline you want to assess. (Starts with *CRS*).

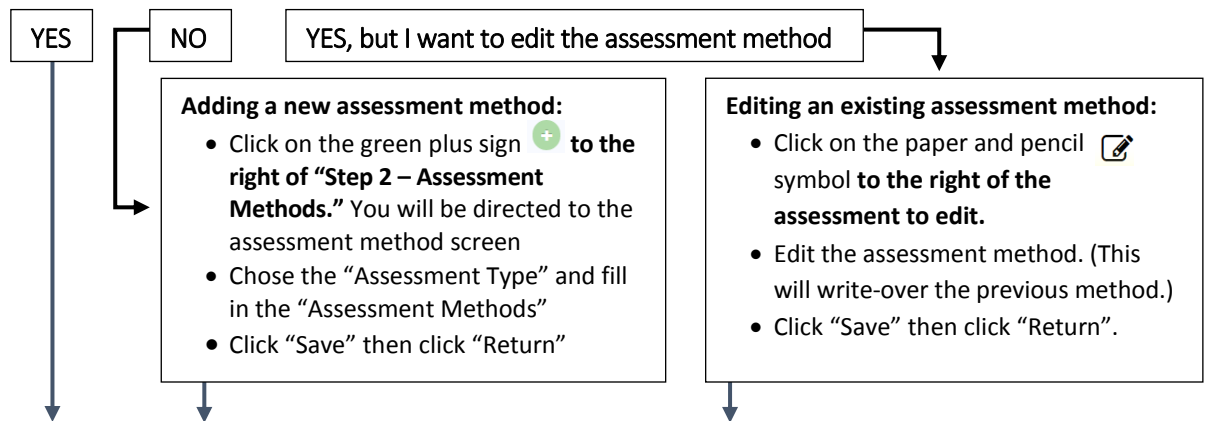
3. Click on the name of the course you want to assess. This will automatically navigate you to the “Course Planning” tab.

Step 1: State the Student Learning Outcome (SLO) assessed


4. Click on the arrow  to the left of the cSLO name you want to enter the results.

Step 2: How did you assess the SLO (for ex: essay, questions on a multiple choice exam)?

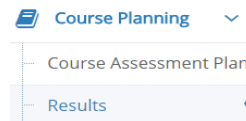
Is the assessment method for your assessment already in TracDat?



5. Click on the “Results” tab to the left under “Course Planning”.

6. Click on the arrow  to the left of the cSLO name you want to enter the results.

7. Scroll down until you see the assessment method for the cSLO you have assessed.



Step 3: Provide the # of students assessed and the # of students who were successful in the assessment.

8. Click the green plus sign to the right of the assessment method you want to add the results.

9. Fill in all the results.

Step 4: Describe and analyze the data from Step 3*

10. Scroll down to “Step 4 – Data Evaluation”.

11. Click on the green plus sign and fill in the data evaluation information.

12. Click “Save” then click “Return”.

Step 5: What planning and changes will or have occurred, as a result of assessment and analysis of data, to improve student learning?

13. Click on the green plus sign to the right of “Step 5- Planning”.

14. Fill in the planning information.

15. Click “Save” then click “Return.”

To complete:

16. Scroll to the top of the page. Click “Save” then click “Return.”

DONE 😊



For assistance, contact:

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TracDat v5.2 One-Pager | Updated Fall 2016