

STEPS TO ENTER cSLO RESULTS IN TRACDAT

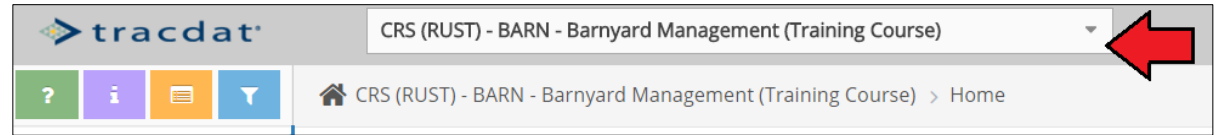
Green italic text represents instructions for TracDat

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*).

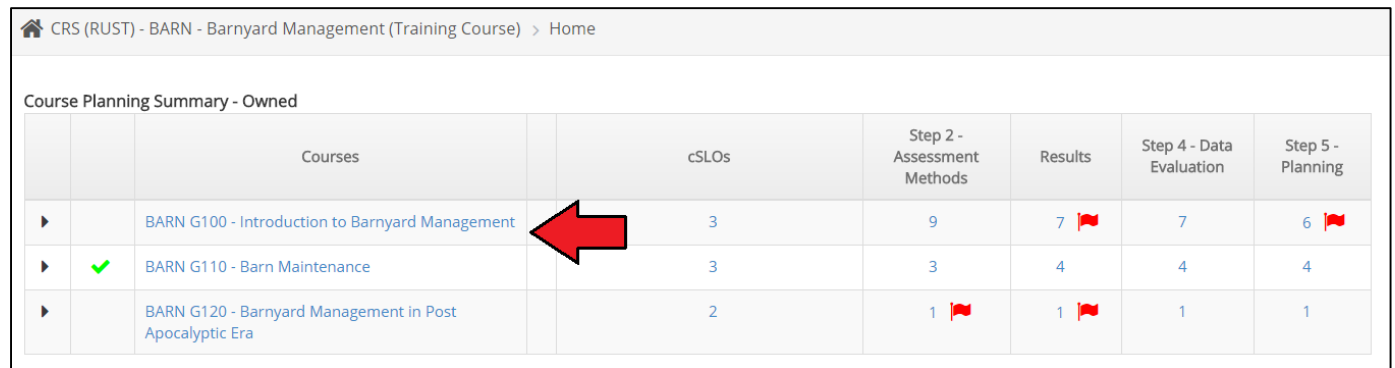


Year [YYYY]: Semester: Fall Spring Winter Summer

Course Name and # (no CRN):

3. Click on the name of the course you want to assess.

This will automatically navigate you to the "Course Planning" tab.



This course maps to:

- Institutional SLO, (which one(s)?)*:
- Basic Skills Sequence
- Area of Emphasis, (which one(s)?):

**Check w/chair or SLOC for correctly aligned iSLOs.*

- Transfer Major
- Certificate of Achievement, (which one(s)?):

Step 1	State the Student Learning Outcome (SLO) assessed.	<i>TracDat: cSLO for the course</i>	<p>4. Click on the arrow to the left of the cSLO name you want to enter the results.</p>
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**Step
2**

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

TracDat: Assessment Method under Course Assessment Plan

Is the assessment method for your assessment already in TracDat?

Yes – Skip to the next step below on page 3.

BARN G100 - Introduction to Barnyard Management

* Asterisk next to a Course in the dropdown indicates that the Course is not owned by Discipline.

▼ cSLOs

▼ cSLO 1 Apply proper techniques to barnyard fencing. (Active)

cSLO Assessment Cycle: 2013 - 2015, 2016 - 2018
Start Date: 01/01/2016
Inactive Date:

▼ Step 2 - Assessment Methods

- ▶ Skill Demonstration Students must demonstrate proper techniques of barnyard fencing which includes: (1) proper layout of fence post, (2) creating secure fence base, (3) attaching fence panel, (4) attaching rails and pickets. (Active)
- ▶ Skill Demonstration Students are assessed based on their ability to properly complete a fencing project using the correct fencing material, bolts, screws or nails. (Active)

No – when you clicked on the arrow, nothing new appeared or the assessment method that appeared is not one that you used to assess your cSLO this semester.

Click on the green plus sign to the right of “Step 2 – Assessment Methods.” You will be directed to the assessment method screen

BARN G100 - Introduction to Barnyard Management

▼ cSLO 1 Apply proper techniques to barnyard fencing.

Active

Assessment Type

* Assessment Methods

Criterion for Individual Student Success

Notes

Save Return

- Chose the “Assessment Type” and fill in the “Assessment Methods”
- Click “Save” then click “Return”

**Step
3**

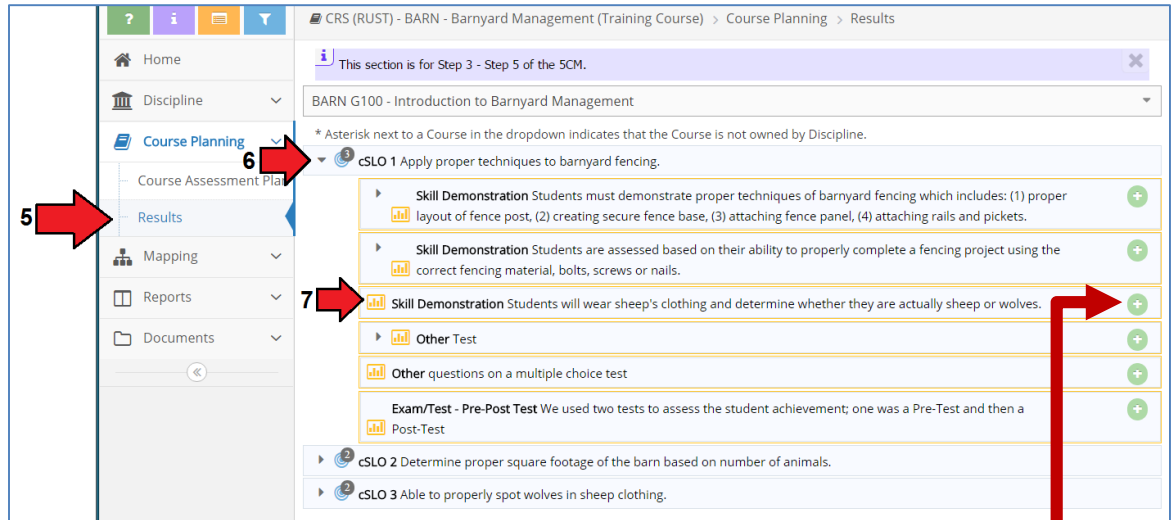
Provide the number of students assessed and the number of students who were successful in the assessment.

of students who were assessed:

of students who satisfactorily completed the assessment:

Please list the CRNs that are included in this report:

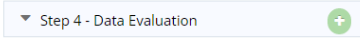

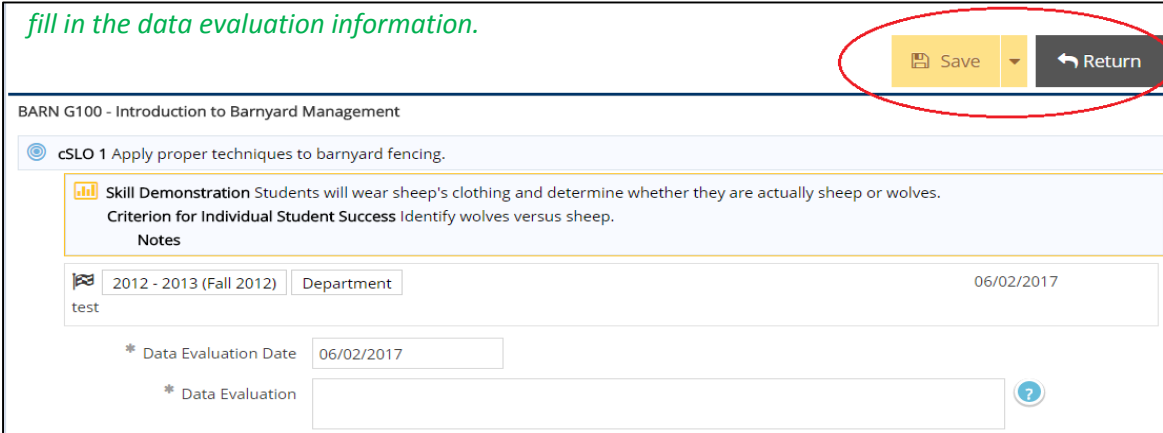
- 5. Click on the "Results" tab to the left under "Course Planning".
- 6. Click on the arrow to the left of the cSLO name you want to enter the results.
- 7. Scroll down until you see the assessment method for the cSLO you have assessed.


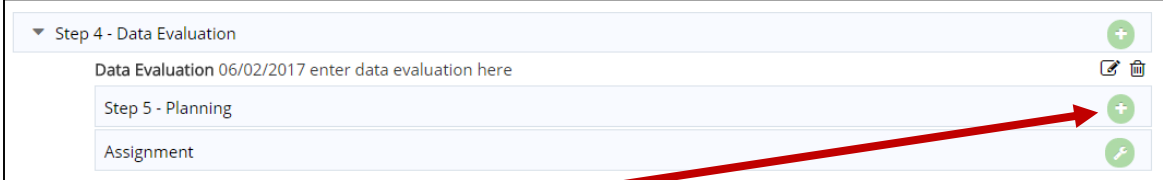
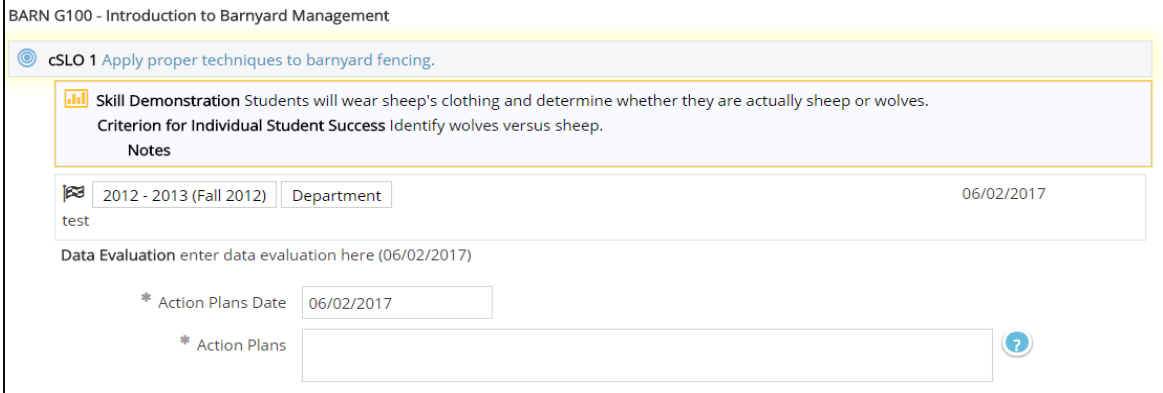


- 8. Click the green plus sign to the right of the assessment method you want to add the results.

- 9. Fill in all the results.

A screenshot of the assessment entry form for 'cSLO 1 Apply proper techniques to barnyard fencing.'. The form includes a 'Start Date' field with '01/01/2016'. Below is a 'Skill Demonstration' section with a 'Notes' field containing 'Criterion for Individual Student Success Identify wolves versus sheep.'. Further down are several required fields: '* Assessment Date' (with '06/02/2017' entered), '* Name of Person Completing Assessment Form', '* Semester Assessed', '* Criterion established by', '* # of students who were assessed', '* # of students who satisfactorily completed the assessment', and '* CRN(s) included in this report'. Each of these fields has a question mark icon to its right. At the bottom is an 'Additional Comments' field with a question mark icon.

<p>Step 4</p>	<p>Describe and analyze the data from Step 3 (above).</p>	<p><i>TracDat:</i></p> <p>“Data Evaluation”</p> 	<p>After you have entered the results from the step above, scroll down on the computer screen.</p> <p><i>10. Scroll down to “Step 4 – Data Evaluation”.</i></p>  <p><i>11. Click on the green plus sign fill in the data evaluation information.</i></p>  <p><i>12. Click “Save” then click “Return”.</i></p>
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<p>Step 5</p>	<p>What planning and changes will or have occurred, as a result of assessment and analysis of data, to improve student learning?</p>	<p><i>TracDat:</i></p> <p>“Planning”</p> 	<p>After you have clicked “Save” and “Return” from the Data Evaluation page, you will be navigated back to the Results page.</p> <p><i>13. Click on the green plus sign to the right of “Step 5- Planning”.</i></p>  <p><i>14. Fill in the planning information.</i></p>  <p><i>15. Click “Save” then click “Return” at the top to return to the previous screen.</i></p>
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Review your cSLO assessment results

Name of the course assessed
Name of cSLO assessed

Assessment method

Date of assessment
Name of person completing
assessment

Results

Additional Comments
(optional)

Data Evaluation (Step 4)

Action Plan (Step 5)

CRS (RUST) - BARN - Barnyard Management (Training Course) > Course Planning > Results > Edit Name of Person Completing Assessment Form

Move Name of Person Completing Assessment Form Save Return

BARN G100 - Introduction to Barnyard Management

cSLO 1 Apply proper techniques to barnyard fencing.

Start Date: 01/01/2016

Skill Demonstration Students will wear sheep's clothing and determine whether they are actually sheep or wolves.
Criterion for Individual Student Success Identify wolves versus sheep.
Notes

* Assessment Date 06/02/2017

* Name of Person Completing Assessment Form test

* Semester Assessed 2012 - 2013 (Fall 2012)

* Criterion established by Department

* # of students who were assessed 1

* # of students who satisfactorily completed the assessment 1

* CRN(s) included in this report 12345

Additional Comments:

* Required field

Step 4 - Data Evaluation
Data Evaluation 06/02/2017 enter data evaluation here

Step 5 - Planning
06/02/2017 planning results here

Assignment

Related Documents

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

To edit any fields, click on the pencil and paper icon to the right of that field.

(edit icon)

DONE ☺



For assistance, contact:

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