

Assessment Project Reporting Format

Project Title
Project Calendar (e.g., Spring 2006-Fall 2006)

Name of Key Department Contact
Department and Program (if appropriate)

Project Description and Goal

Describe in terms of:

- Courses/programs affected
- Personnel involved
- Key question(s) posed

Project Method

Describe instructional practice/innovation/intervention used or tested. Include

- Relevant student learning goals and outcomes. Use planning forms (matrix) as baseline.
- References/citations/illustrative figures if appropriate.
- Number of participants (faculty and students) involved in generating data.
- Kinds of evidence used (direct/indirect)

Project Results

Summarize evidence-based conclusions. Include, as appropriate, descriptive text, graphic data, and examples of student work.

Application/Modification

Describe analysis of assessment evidence and plans (current or prospective) for modifications to course or program based on that evidence.

Next Steps

Describe plans (tentative is ok) for the next stage of assessment work. What are the next questions?