COURSE ASSESSMENT: TEMPLATE

 (Mock Sample)

Course Assessment’s three stages:

1. **Define** the most important goals for students to achieve as a result of participating

in an academic class or experience (outcomes)

2. **Evaluate** how well students are actually achieving those goals (assessment)

3. **Use** results to improve the academic experience (closing the loop) Note: All boxes expand.

Course Number & Name

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Department

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Preparer/Contact Person

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Outcomes Assessed *(These should coincide with outcomes on course syllabus.)*

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Assessment & Closing the Loop

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| **Data Source** | *Describe where and when data was collected and sample size.*  |
| **Means of Assessment** | *Describe method of assessment you used (e.g., capstone project, essay, embedded questions, ePortfolio, etc.) and briefly describe the students’ task.*  |
| **Means of Scoring**  | *Describe how you scored the assessment. For example, did you use a rubric or holistic grading key? Please attach rubric or other instrument.*  |
| **Assessment Results** | *Present your data and describe your analysis of data.*  |
| **Close the Loop** | *On the basis of your assessment results, what changes do you intend to make? Please give a detailed analysis of how you and/or your program intends to procced with the next iteration of this course. Use extra pages if necessary.*  |