

INTER AMERICAN UNIVERSITY OF PUERTO RICO
METROPOLITAN CAMPUS

ASSESSMENT REPORT TEMPLATE
©MC Assessment Committee, May 2022

Introduction: All programs file an assessment report each academic year. The assessment report serves in the reassessment of the competencies or student learning outcomes reminding how the process has been done and the changes that were made, helping to determine if the changes were effective. The report provides us with essential information during the program review or accreditation.

Purpose: This template serves as a guide to prepare the assessment report before uploading it into Tk20, the assessment management system.

Professor Name and Last name:	
Academic Year (Assessment Period):	Academic Term:
Course:	CRN:
Academic Program (Organization):	
Competency/Student Learning Outcome:	

I. Measure

A. Method of assessment or measure (select one).

- | | |
|---|---|
| <input type="checkbox"/> Cases | <input type="checkbox"/> Oral Presentation |
| <input type="checkbox"/> Classroom / Homework Assignment | <input type="checkbox"/> Paper (research, term, creative, etc.) |
| <input type="checkbox"/> Discussion Forum | <input type="checkbox"/> Portfolio |
| <input type="checkbox"/> Essay | <input type="checkbox"/> Project |
| <input type="checkbox"/> Interview | <input type="checkbox"/> Quiz |
| <input type="checkbox"/> Lab report | <input type="checkbox"/> Survey |
| <input type="checkbox"/> Master's Theses and Doctoral Dissertations | <input type="checkbox"/> Test |
| | <input type="checkbox"/> Other: _____ |

Complete the following information associated with the measure.

Title:
Description:

B. Measurement tool (select one tool)

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Checklist | <input type="checkbox"/> Rating scale |
| <input type="checkbox"/> Interview Protocol | <input type="checkbox"/> Rubric |
| <input type="checkbox"/> Objective Test / Quiz | <input type="checkbox"/> Survey |

C. Expected Level of Achievement or Target, and Sampling Strategy*

For example, 70% or more of students will earn 70% or higher on the essay. All students' program majors enrolled in PSYC 1051 General Psychology will be selected during the academic term 2022-10 (August – December 2021).

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* In Tk20 is called "Measure".

D. Data Collected

Complete the following table with the result obtained by each student.

Name and Last Name	Student ID Num.	Academic Program	Score	Percentage
1.				
2.				
3.				
...				

E. Measure Type

- Direct
- Indirect

F. Measure Result

For example, 95% of the students obtained 70% or higher in the essay. Fifteen students were included in the data collection for this major.

G. Evidence Documents

Upload in Tk20 the following documents in pdf format.

- Method of assessment or measure
- Measurement tool
- Artifacts (Up to three student samples)
- Assessment report (this report)

II. Results

This outcome was: Met or Not Met

Finding

For example, 95% of the students met the student learning outcome.

Target level achievement: Met or Not Met

*If less than Met, program should plan further action to improve performance.

- Further Action Planned
- Further Action Unnecessary

III. Analysis

After reviewing the results, what analyses can be derived?

What strengths were displayed through the assessments of your measures? Explain.

What weaknesses were displayed through the assessments of your measures? Explain.

Additional Comments:

IV. Recommendations

Based on the results and analysis, what recommendations will be made to better achieve the desired outcome? (Up to three recommendations).

V. Action

Do you suggest an action plan to work with a specific situation? Describe the action and the logistic implementation (steps). In addition, mention the person or group responsible for the action, the target date for implementation, and describe any additional resources needed.

Submitted by

Professor: _____

Date: _____