

COURSE ASSESSMENT REPORT

I. Background Information

1. Course assessed:
 Course Discipline Code and Number: ENG 218
 Course Title: Technical Writing IV
 Division/Department Codes: HSS E/W

2. Semester assessment was conducted (check one):
 Fall 20__
 Winter 20__
 Spring/Summer 2008

3. Assessment tool(s) used: check all that apply.
 Portfolio
 Standardized test
 Other external certification/licensure exam (specify):
 Survey
 Prompt
 Departmental exam
 Capstone experience (specify):
 Other (specify): Pre-Post Test

4. Have these tools been used before?
 Yes
 No

If yes, have the tools been altered since its last administration? If so, briefly describe changes made.

5. Indicate the number of students assessed/total number of students enrolled in the course.
 Six students were present for both the pre-test and the post-test. Eight students were enrolled in the course.

6. Describe how students were selected for the assessment.
 All students who were present for the pre-test and post-test.

II. Results

1. Briefly describe the changes that were implemented in the course as a result of the previous assessment.
 N/A

2. State each outcome (verbatim) from the master syllabus for the course that was assessed.
 Outcome 1: The student will use RoboHelp X5 to create WebHelp, HTML Help and Flash Help systems.

3. Briefly describe assessment results based on data collected during the course assessment, demonstrating the extent to which students are achieving each of the learning outcomes listed above. **Please attach a summary of the data collected.**
 100% of students completing both the pre-test and the post-test improved their score by 1 or more points.

4. For each outcome assessed, indicate the standard of success used, and the percentage of students who achieved that level of success. **Please attach the rubric/scoring guide used for the assessment.**
 Seventy percent of students must improve their average test score by one point.

5. Describe the areas of strength and weakness in students' achievement of the learning outcomes shown in assessment results.
 Strengths: All students assessed met or exceeded the standard of success.

 Weaknesses: None were identified.

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III. Changes influenced by assessment results

1. If weaknesses were found (see above) or students did not meet expectations, describe the action that will be taken to address these weaknesses.

2. Identify intended changes that will be instituted based on results of this assessment activity (check all that apply). Please describe changes and give rationale for change.
 - a. Outcomes/Assessments on the Master Syllabus
Change/rationale:

 - b. Objectives/Evaluation on the Master Syllabus
Change/rationale: The course has been updated as a result of software updates (not assessment results.)

 - c. Course pre-requisites on the Master Syllabus
Change/rationale:

 - d. 1st Day Handouts
Change/rationale: The course has been updated as a result of software updates (not assessment results.)

 - e. Course assignments
Change/rationale:

 - f. Course materials (check all that apply)
 - Textbook
 - Handouts
 - Other:

 - g. Instructional methods
Change/rationale:

 - h. Individual lessons & activities
Change/rationale:

3. What is the timeline for implementing these actions? Master syllabus has been updated.

IV. Future plans

1. Describe the extent to which the assessment tools used were effective in measuring student achievement of learning outcomes for this course.
Using a Pre and Post test is not the best method of measuring students' knowledge of RoboHelp. The updated syllabus uses a post test (final exam) only.
2. If the assessment tools were not effective, describe the changes that will be made for future assessments.
Use of post test only.
3. Which outcomes from the master syllabus have been addressed in this report?
All _____ Selected X _____
If "All", provide the report date for the next full review: _____
If "Selected", provide the report date for remaining outcomes: Winter 2011

Submitted by:

Name: Risa Nease Date: 1/13/11
Print/Signature

Department Chair: Carrie Krantz Date: 1/18/11
Print/Signature

Dean: [Signature] Date: JAN 21 2011

Please return completed form to the Office of Curriculum & Assessment, SC 247.

Approved by the Assessment Committee 10/10/06

logged 1/24/11 syd

done 2/24/11