NAVIGATING IMPROVE

OFFICE OF PLANNING, ASSESSMENT, AND INSTITUTIONAL RESEARCH

What is Improve?

Improve is CAU's electronic assessment system which is to capture the University's annual planning and assessment efforts.

Improve is used to manage and document data results for continuous improvement with **Academic Programs , Administrative Support Services, and Title III Funded Activities.** It allows for the development of Action Plans and follow-up to align with assessment results. Improve also provides for customization of budget requests for objectives and outcomes link to continuous improvement.

ACCESSING Improve:
To gain access to Improve, contact the Title III Office. Improve can be accessed in two ways:

1. Type https://cau.tracdat.com/tracdat   (bookmark this page for future use) into the browser
2. Access via www.cau.edu
   - Select Offices and Resources
   - Click on Office of Planning, Assessment, and Research
   - Click on Institutional Assessment
   - Click on Improve
   - Select https://cau.tracdat.com/tracdat/   (bookmark this page for future use)

PLEASE NOTE: Only use Mozilla Firefox or Google Chrome browser to access Improve. Improve will NOT function in Internet Explorer browser.

CAU's Annual Assessment and Improvement Six- Step Cycle

The process is outlined below:

1. **Define** Student Learning/Program performance outcomes

2. **Identify** assessment methods and tools

3. **Establish** criteria of Success

4. **Collect** and **analyze** data

5. **Plan** and **execute** improvement actions

6. **Report** and document findings in University's Electronic Assessment System, Improve

Creating an Objective

Program (APR)- Testing Academic Program Reviews

Welcome, ssuddith

Program (APR)- Testing Academic Program Reviews > Program Planning > Program Assessment Plan

Program Review

Program Assessment Plan

Results

Course Planning

Mapping

Data CollectionTools

Reports

Documents

Outcomes

Critical Thinking Ensure students are proficient in the aspects of Blooms Taxonomy. Students should be able to: Evaluate, Synthesize, Analyze, Apply, Comprehend, Gain Knowledge

(Active)

Creating an Objective (Cont..)

Don't forget to "SAVE" and "RETURN"

Nuventive. Improve

Program (APR)- Testing Academic Program Reviews

Program (APR)- Testing Academic Program Reviews › Program Planning › Program Assessment Plan › Edit Outcome

💾 Save   ↩ Return

Objective/Outcome Name should be short 3-5 words

* Outcome Name   Critical Thinking

* Outcome   Ensure students are proficient in the aspects of Blooms Taxonomy. Students should be able to: Evaluate, Synthesize, Analyze, Apply, Comprehend, Gain Knowledge

Program Assessment Plan

Results

Outcome Status   Active

Outcome Year(s)   2018-2019 ✖   2019-2020 ✖   2020-2021 ✖   2021-2022 ✖   2022-2023 ✖

Course Planning

Mapping

Select which year(s) outcome will be assessed. Can select multiple years.

Start Date   08/01/2019

End Date

Data CollectionTools

Reports

Documents

«

* Required field

Adding Assessment Methods

Click Unit/Program Assessment Plan

Locate Newly Created Objective

Click Green Plus to Add Assessment Methods

Adding Assessment Methods and Criteria of Success

Nuventive. Improve

Program (APR)- Testing Academic Program Reviews

Save and Return

Program (APR)- Testing Academic Program Reviews › Program Planning › Program Assess

💾 Save   ↩ Return

Argos Report
Banner Report
Excel Document (Report)
Formative Assessment
Internal Report
Participation/Attendance Rates
Survey
Workshop Training

- Home
- Program
- Course Planning
- Mapping
- Data CollectionTools
- Report
- Docum

Critical Thinking Ensure students are proficient in the aspects of Blooms Taxonomy. Students sho

Identify satisfactory level of performance for each Objective with clear expectations

Active ☑

Assessment Method Tool   Project

* Assessment Method   Rubric used to measure the success..

Criterion   At least 80% of students will earn a grade of C or better based on the rubric

Assessment Schedule   Course XXX XXX will be taught in the fall semester

* Assessment Year(s)
2017-2018
2018-2019
2019-2020
2020-2021
2021-2022
2022-2023

* Assessment Schedule   Semester

Identify how the criteria for success for each source of data align with the expected unit performance

Identify which year(s) the assessment method will be applicable (Multiple years can be selected). Identify frequency of assessment schedule.

CRITERIA FOR SUCCESS

Establishes a specific indicator for accomplishment of the outcome/objective and overall target for the program/department's performance. Benchmarks should be utilized as a measure of success.

Example:

- o At least **75% of the students** living in the resident halls will report a **level of satisfaction** with the overall experience at a 3 (satisfactory) or above on a 5 point scale.

Review and Align Assessment Methods/Tools to Objectives/Outcomes

CLICK on Unit/Program Assessment Plan

CLICK to edit An Existing Assessment Method

Uploading Related Documents

Click Documents→ Document Repository

Click Green Plus to Add Files from your Computer/External Drive

AES - Office of Planning, Assessment and Institutional Research

ES - Office of Planning, Assessment and Institutional Research › Document Repository

Document Repository

- AES - Office of Planning, Assessment and Institutional Research
  - 📁 General
  - 📁 Title III 2012/2013
  - 📁 TitleIII 2013/2014
- Clark Atlanta University
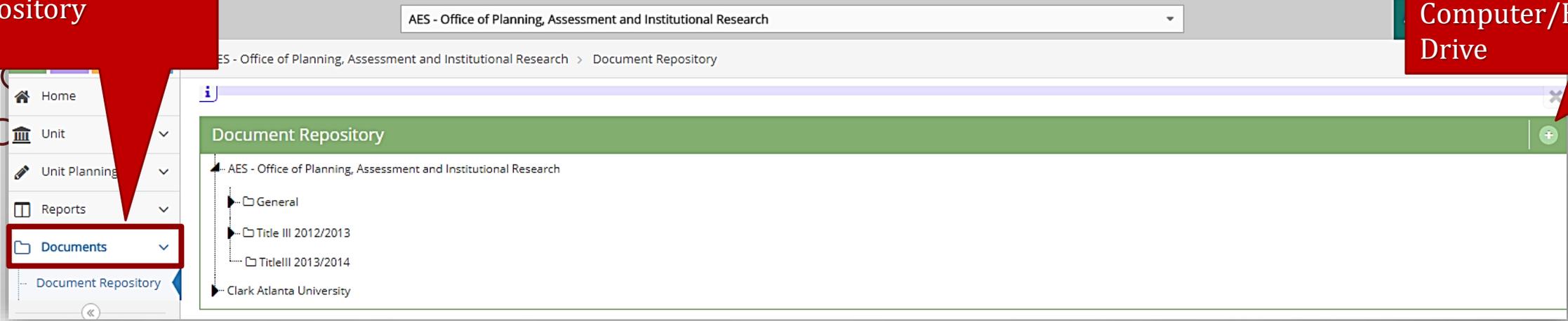
Click to Browse Your Files

Don't forget to "SAVE"

Nuventive. Improv   ES - Office of Planning, Assessment and Institutional Research

💾 Save   Cancel

- Home
- Unit
- Unit Planning
- Reports
- Documents
  - Document Repository

Places documents into   Title III 2012/2013

Files

Click to browse for files

Urls

* Name	* Url	Description
...	...	...

* Required field
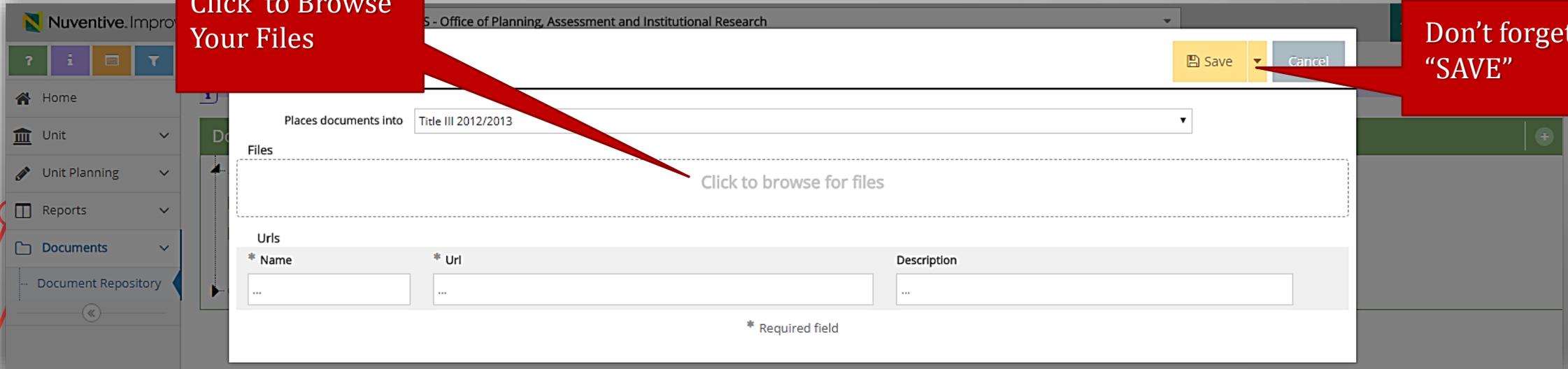
Entering Results

Program (APR)- Testing Academic Program Reviews ▾

🔔 1 👤 Welcome, ssuddith ▾

✏️ Program (APR)- Testing Academic Program Reviews ⟩ Program Planning ⟩ Results

▼

Critical Thinking Ensure students are proficient in the aspects of Blooms Taxonomy. Students should be able to: Evaluate, Synthesize, Analyze, Apply, Comprehend,
◎ Gain Knowledge

📊 **Project** Rubric used to measure the success.. ⊕

...gram ▾

...rogram Planning ▾

...rogram Review

Program Assessment Plan

Results ◀

📕 Course Planning ▾

⛓ Mapping ▾

▦ Data CollectionTools ▾

▤ Reports ▾

📁 Documents ▾

«

Entering Results

Nuventive. Improve

Program (APR)- Testing Academic Program Reviews ▾

✏ Program (APR)- Testing Academic Program Reviews › Program Planning › Results › Add Result

- 🏠 Home
- 🏛 Program ▾
- ✏ **Program Planning** ▾
  - Program Review
  - Program Assessment Plan
  - Results ◄
- 📖 Course Planning ▾
- Mappi...
- 🔲 Data C...
- 📖 Reports ▾
- 📁 Documents ▾

  «

💾 Save ▾   ↩ Return

⊚ **Critical Thinking** Ensure students are proficient in the aspects of Blooms Taxonomy. Students should be able to: Evaluate, Synthesize, Analyze,
Apply, Comprehend,
Gain Knowledge

Outcome Year(s): 2018-2019, 2019-2020, 2020-2021, 2021-2022, 2022-2023
Start Date: 08/01/2019

📊 **Project** Rubric used to measure the success..
    Criterion At least 80% of students will earn a grade of C or better based on the rubric
    Assessment Schedule Course XXX XXX will be taught in the fall semester
    Assessment Year(s): 2018-2019, 2019-2020, 2020-2021, 2021-2022
    Assessment Schedule: Semester

Enter Results

* Result Date	04/10/2019
* Result	
* Assessment Year	▾
* Criterion Met	▾
* Use of Results	❓

Enter Plan of Action for Improvement and attach Related Documents

* Required field

Plan of Action for Improvement	⊕
Related Documents	🔧

Pulling a Report

Comprehensive Plan

Four Column- Shows Objective, Assessment Methods, Results and Plan of Action

Assessment: Unit Four Column Report

Utilize this report to close the loop and develop Action Plan for next year.

Assessment: Program Four Column

CLARK ATLANTA UNIVERSITY

Program (APR)- Testing Academic Program

Mission Statement: The Department of Assessment coordinates assessments and evaluates activities associated with outcomes of the University's Institutional and Strategic goals and objectives. The Department Assists and Supports programs and administrative reviews, and institutional effectiveness and accreditation.

Vision Statement: The core purpose of the Department of Assessment is to coordinate and monitor all assessment efforts for Clark Atlanta's Academic Programs (AP), Administrative and Educational Support (AES) Units with the goal of ensuring continuous improvement of student learning and the quality of support services. The Department strives to enrich unit-level capacity with a focus on the effective use of assessment practices guided by the University's Six – Step Annual Assessment and Improvement Process.

Outcomes	Assessment Methods	Results	Plan of Action for Improvement
Critical Thinking - Ensure students are proficient in the aspects of Blooms Taxonomy. Students should be able to: Evaluate, Synthesize, Analyze, Apply, Comprehend, Gain Knowledge **Outcome Status:** Active **Outcome Year(s):** 2018-2019, 2019-2020, 2020-2021, 2021-2022, 2022-2023 **Start Date:** 08/01/2019	**Project -** Rubric used to measure the success.. **Criterion:** At least 80% of students will earn a grade of C or better based on the rubric **Assessment Schedule:** Course XXX XXX will be taught in the fall semester **Assessment Year(s):** 2018-2019, 2019-2020, 2020-2021, 2021-2022 **Assessment Schedule:** Semester	**Assessment Year:** 2017-2018 **Criterion Met:** Yes 92% of students earned the grade of C and better (04/10/2019) **Use of Results:** Use of results will guide processes for AY 19-20	**Plan of Action for Improvement:** The Rubric will be evaluated to ensure best practices are continually followed (04/10/2019) **Budget Impact :** No

Nuventive Improve Portfolio for End Users

Click the Green Question Mark

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AES - Office of Planning, Assessment and Institutional Research

Welcome, ssuddith

AES - Office of Planning, Assessment and Institutional Research > Home

Home

Unit

Institution Instructions

If Institution Instructions have been entered for this page, they will automatically appear at the top of the page (but underneath this Help message) in light purple with the icon in the upper left hand corner of the message. To hide these instructions, either click the icon in the four icon set in the upper left corner of the screen or click the in the message bubble.

Overview

The home dashboard allows you to see your progress on your plan at a glance. Checkmarks and flags may appear to help you quickly identify which items are complete and which items may need action. More information can be found in the **Checkmarks and Flags** section below within this help.

You can also use this dashboard as a navigational aid. Clicking on one of the text or numbered items within the dashboard table will take you to the details of that item.

Dashboard Details

If this Unit utilizes Unit Planning, you will see the Unit Objectives listed at the top of the page, with the remaining Unit Planning items as columns to the right of the Objectives.

If this Unit utilizes Course Planning, you will see each Course listed with each of the Course Planning items as columns to the right of the Courses. If the Course has one or more Course Outcomes, you will see a black arrow to the left of the Course. You can show more detail for each Course by clicking that arrow and exposing the Course Outcomes and Course Planning item breakdown for each.

Checkmarks and Flags

A checkmark will appear to the left of any Objective or Course Outcome that has all the necessary data entered in the appropriate places in Nuventive Improve. These items are considered complete for the current cycle.

Flags may appear when items in the dashboard are lacking the necessary information to be considered complete. Hovering over a flag with your cursor will show the rules that are in place for that item in the dashboard.

If you have any questions about the rules of the flags or checkmarks for your Unit, please contact your Nuventive Improve Administrator.

Nuventive Improve Portfolio for End Users

This portfolio contains help guides and video tut... with each new release and includes update highlights and release notes.

Improve Help for End Users If you... ve additional questions, please...

Augmenting, not replacing the Administrator and End User portfolio... ...binars focused on areas of interest to Nuventive Improve (Nuventive Improve) customers presented by Nuventive Services, Support and other Nuventive teams along with presentations by Nuventive's cust...

Click the link Improve Help for End Users for Guides/Videos

Unit Planning Summary

	Objectives	Assessment Methods	Activities	Results	Plan of Action for Improvement	Follow-Up
✔	Maintain TracDat Assessment System to Ensure Content Quality (2016-2017)	1	7	1	0	0

Nuventive Improve Portfolio for End Users (cont.)

Click Help Guides and Videos for Videos/Guides

Help | About iWebfolio

Home | Help Guides and Videos | Improve Release Notes and Highlights | Nuventive Connect Users Conference 2018

Help Guides and Videos

Printer Friendly

Nuventive. Improve

Help Guides and Videos

The guides and tutorials in this portfolio are intended to assist you as you interact with Nuventive Improve. As you navigate through each area, please keep in mind that the language you use at your institution may differ from what we use here. Also note that as you review the help guides and video tutorials, you may notice that some tools and features we demonstrate may not be enabled in your in your Improve Unit(s). Every institution addresses outcome assessment, strategic planning, and accreditation planning differently. Therefore, Improve configurations are unique for each Institution. Your Improve instance offers every tool and feature demonstrated in this portfolio.

If you wish to begin using some features you haven't previously used, contact your Institution's Improve Administrator.

Left sidebar navigation:

- » Assignments
- » Unit Personnel
- » Unit Assessment
- » Annual Updates
- » Periodic Updates
- » Assessment Plan
- » Results
- » Course Planning
- » Course Assessment
- » Course Results
- » Unit Maps
- » Goals Map
- » Outcomes/Objectives Map
- » Course Outcomes Map
- » Curriculum Map
- » Unit Data Tools
- » Measures - Unit
- » Groups - Unit
- » Questionnaires - Unit
- » Unit Reports
- » Standard Reports
- » Unit Ad Hoc Reports
- » Unit Document Repository
- » Unit Documents

Nuventive Portfolio

CAU Assessment Resources

www.cau.edu/opar/institutional-assessment

Other Assessment Support and Resources

Click Help Guides and Videos for Videos/Guides

Contact Information

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