

Course Assessment – Part A: Your Plan

#11

Your Email *

Please select your course & name from the list. Contact Instructional Services if your course or name are incorrect or missing

CAS 170 – Greene

Outcome #1 *

1.Create personal and/or business spreadsheets following current professional and/or industry standards.

Outcome #2 *

2.Use critical thinking skills to design and create spreadsheets

Outcome #3 *

3.Communicate in a business setting using spreadsheet vocabulary

Have you completed an assessment for this course prior to this term?

Yes

If yes, are you assessing different outcomes?

No

Comments:

Class outcomes have not changed from the last pass

2. To which degree, certificate or program outcomes do these course outcomes map? Degree, Certificate & Program Outcomes can be found at:
<http://www.cgcc.edu/curriculum/program-outcomes>

- Associate of Applied Science in Accounting
- Associate of Applied Science in Management
- Associate of Applied Science Administrative Assistant
- Associate of Applied Science Administrative Office Professional
- Administrative Assistant Certificate

Outcome #1 Method to assess student understanding *

outcome 1. Create personal and/or business spreadsheets following current professional and/or industry standards.

assessment – Final exam will require student to create a business spreadsheet

Outcome #2 Method to assess student understanding *

outcome 2. Use critical thinking skills to design and create spreadsheets

assessment – Final exam will require student to design and create a business spreadsheet

Outcome #3 Method to assess student understanding *

outcome 3. Communicate in a business setting using spreadsheet vocabulary

assessment – Final exam will require student to use a spreadsheet

to communicate business related information

4. How will you know if you were successful in your efforts to teach this outcome? 75% of students will receive a grade of C or better on the final exam

Outcome #1 *

How will you know if you were successful in your efforts to teach this outcome? 75% of students student will receive a grade of C or better on the final exam

Outcome #2 *

How will you know if you were successful in your efforts to teach this outcome? 75% of students student will receive a grade of C or better on the final exam

Outcome #3 *

#1 after taking this class will you be able to communicate effectively using appropriate spreadsheet vocabulary?

#2 after taking this class will you be able to proofread for accuracy in the entry of data and creation of formulas?

Do you require the names of students who complete the course evaluation survey? *

- Yes

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| Created 21 Sep 2015 4:59:25 PM | | Updated 24 Sep 2015 12:44:36 PM |
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