

Course Assessment – Part A: Your Plan

#121

Your Email *	egreene@cgcc.edu
Please select your course & name from the list. Contact Instructional Services if your course or name are incorrect or missing	CAS 170 – Beginning Excel – Greene – Fall 2016
Part A: Your Plan Directions	Create personal and/or business spreadsheets following current professional and/or industry standards.
1. Choose three of your course outcomes to assess and report on this term (these will also be used in your Student Course Evaluation survey):	
Outcome #1 *	
Outcome #2 *	Use critical thinking skills to design and create spreadsheets
Outcome #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:	there are only three outcomes in the CCOG for CAS 170
2. To which degree, certificate or program outcomes do these course outcomes map? Degree, Certificate, & Program Outcomes	
Method of Assessment	<ul style="list-style-type: none"> Not Sure
3. What methods will be used to assess individual student understanding of each of these outcomes? (Please be specific.)	Final exam will require student to create a business spreadsheet
Outcome #1: Method to assess student understanding *	
Outcome #2: Method to assess student understanding *	Final exam will require student to design and create a business spreadsheet
Outcome #3: Method to assess student understanding *	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: *	
Outcome #2: 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

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Outcome #3: 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

5. Instructor Questions

After taking this class will you be able to communicate effectively using appropriate spreadsheet vocabulary?

Create two course specific questions to be included on the Student Course Evaluation.

#1

#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? *

No

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