Course Assessment - Part A: Your Plan

Please select your course and name from the drop-down menu. If your course or name are incorrect or missing, contact the Curriculum and Assessment Administrative Assistant, 541–506–6037 or ggilliland@cgcc.edu.	CAS 170 – Beginning Spreadsheets – 1095874 – Daniel Changar – Fall 2020
Part A: Your Plan DIRECTIONS 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):	Create personal and/or business spreadsheets following current professional and/or industry standards.
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?	No
If yes, are you assessing different outcomes?	Yes
Comments:	
2. To which degree(s) or certificate(s) does your course map? Degree, Certificate, & Program Outcomes	 Elective Associate of Science Oregon Transfer - Business (ASOT-BUS) Associate of Applied Science - Accounting Accounting/Bookkeeping Certificate Associate of Applied Science - Administrative Assistant Associate of Applied Science - Administrative Office Professional Administrative Assistant Certificate Basic Computer Skills Career Pathway Certificate Entry-Level Administrative Assistant Career Pathway Certificate Office Assistant Career Pathway Certificate Spreadsheet Support Career Pathway Certificate
Method of Assessment 3. What methods will be used to assess individual student understanding of each of these outcomes? (Please be specific.) Outcome #1: Method to assess student understanding *	Chapter Assignments and Final require the creation of professional spreadsheets that meet industry standards.

In your efforts to teach this outcome? Chapter Assignments and Final. Outcome #1:* Outcome #2: How will you know if you were successful in your efforts to teach this outcome? Outcome #3: How will you know if you were sourcessful in your efforts to teach this outcome? Successful in your efforts to teach this outcome? S. Instructor Questions: Create two course specific questions to be included on the Successful and the included on the Successful and Successful and the included on the Successful and the included on the Successful and the included on the Successful and	29/2020	Wufoo · Entry Manager
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Outcome #2: How will you know if you were successful in your efforts to teach this outcome? * 80% or higher of students receive an average grade of B or better or Chapter Assignments and Final. Outcome #3: How will you know if you were successful in your efforts to teach this outcome? * S0% or higher of students receive an average grade of B or better or Journal entries. S. Instructor Questions: Create two course specific questions to be included on the specific questions to be included on the sudent on. Question #1 After completing this course, do you feel better able to communicat effectively using spreadsheet vocabulary? Question #2 After completing this course, do you feel capable of creating and designing an effective spreadsheet? Do you require the names of students who complete the course evaluation survey? NO Reminder, when completing Part B, instructors will be asked the following questions: Daniel Changar Describe anything you did to assist the institutional effort to support students in improving achievement of the specified criteria for the following Core Learning Outcomes (CLO): Daniel Changar Outcome 'S. CLOM2 - Critical Thinking/Problem Solving - Student Position* and/or "Evaluate Position* and/or "Evaluate Position* and/or "Evaluate Position* and for to alkeever questions about other cultures and seek out answers to these questions") Active cultural Awareness - "Curiosity" (Crowarding of Aboy May Koweldge to Contemporary Global Contexts*		80% or higher of students receive an average grade of B or better on Chapter Assignments and Final.
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