Course Assessment- Part B: Your Results & Analysis   COMPLETE   #556

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 swade@cgcc.edu.

WR 227- Technical and Professional Writing- Jessie Nance- Spring 2022

* Part B: Your Results DIRECTIONS 1. Report the outcome achievement data gathered via the assignments, tests, etc. you identified for each outcome (question 3) of your Part A. (Only include data for students who completed the course. Do not include students who withdrew or earned an incomplete) Data for all 3 outcomes should be reported below.

There were two major deliverables for the class this term. Each week, students completed milestones to help complete those deliverables. The majority of students completed the deliverables successfully. One thing I noticed is that giving students a chance to revise the completed deliverables after the final versions were submitted resulted in more students mastering the skills that were taught via these assignments.

* Outcome #1

Design effective business communication documents such as emails, letters, proposals and employment documents.

* % of students who successfully achieved the outcome (C or above)

90

* Outcome #2

Revise and edit documents to increase clarity and to create simple, effective documents.

* % of students who successfully achieved the outcome (C or above)

90

* Outcome #3

Compose documents and communications that are targeted to a specific audience and for a specific purpose.

* % of students who successfully achieved the outcome (C or above)

90

* ANALYSIS 3. What contributed to student success and/or lack of success?

In end-of-term reflections, students stated they appreciated the clear communication we had throughout the term. This communication was delivered via the course Moodle site (discussion posts, feedback, etc.), prompt replies to emails and questions, and one-on-one conferences via Zoom and in person.

This open line of communication and student support contributed to student success.

* 4. Helping students to realistically self-assess and reflect on their understanding and progress encourages students to take responsibility for their own learning. Please compare your students' perception of their end-of-term understanding/mastery of the three outcomes (found in student evaluations) to your assessment (above) of student achievement of the three outcomes.

Students mentioned that being online constantly helped them to develop their professional writing (especially with emails and feedback to peers). I agree with this assessment. Throughout the term, the class prompted students to communicate with their peers and professionals in their fields, and I could see how writing via discussion forums (both posts and feedback) and assignments helped them to develop as strong professional writers.

* 5. Did student achievement of outcomes meet your expectations for successfully teaching to each outcome (question 4 from Part A)

Yes

* 6. Based on your analysis in the questions above, what course adjustments are warranted (curricular, pedagogical, student instruction, etc.)?

Not many, though I might add in more options for improving communication when they do group work since most students will be collaborating with others in their professions.

7. What resources would be required to implement your recommended course adjustments (materials, training, equipment, etc.)? What Budget implications result?

It would be great if we had premium access to something like Slack or other online communication tools. These are used widely in the professional world and it would help students to get practice with it here.

* 8. Describe the results of any adjustments you made from the last assessment of this course (if applicable) and their effectiveness in student achievement of outcomes.

Not applicable

9. Describe how you explain information about course outcomes and their relevance to your students.

I post weekly outcome goals in our course Moodle site. At the end of each week, students complete a self assessment detailing how they did (or did not) meet those outcomes.

10. Please describe any changes/additions to instruction, curriculum or assessment that you made to
support students in better achieving the CGCC Institutional Learning Outcomes: ILO #1: Communication. The areas that faculty are focusing on are: "Content Development"and/or Control of Syntax and Mechanics" and ILO #2: Critical Thinking/Problem Solving. The areas that faculty are focusing on are: "Student's Position" (Critical Thinking) and "Evaluate Potential Solutions" (Problem Solving). ILO #4: Cultural Awareness. The area that faculty is focusing on is: "Curiosity" - Encouraging our students to "Ask deeper questions about other cultures and seek out answers to these questions" ILO #5: Community and Environmental Responsibility. The area that faculty are focusing on are: "Applying Knowledge to Contemporary Contexts" and "Understanding Global Systems" ILO#3 -Quantitative Literacy - "Application/Analysis" and/or "Assumptions"

Not many changes are needed, though I do think I would like to add in more of ILO #4 and ILO #5 to the class.