

## Course Assessment - Part A: Your Plan

COMPLETE

#588

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](mailto:swade@cgcc.edu).

CAS 170- Beginning Spreadsheets using Excel- Daniel Changar-Fall 2022

**\* 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): Outcome #1**

Use critical thinking skills to design and create personal and/or business spreadsheets following current professional and/or industry standards.

**\* Outcome #2**

Communicate in a business setting using spreadsheet vocabulary.

**\* Outcome #3**

Demonstrate understanding of relative, absolute, and mixed cell references when using mathematical and statistical formulas and/or functions.

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

Yes

**If yes, are you assessing different outcomes?**

No

**Comments:**

This course has only four outcomes, I believe they have all been assessed before.

**2. To which degree(s) or certificate(s) does your course map? Degree, Certificate, & Program Outcomes**

Not Sure

**\* 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**

Final Project

**\* Outcome #2: Method to assess student understanding**

Final Project

**\* Outcome #3: Method to assess student understanding**

Final Project

**\* 4. How will you know if you were successful in your efforts to teach this outcome? Outcome #1:**

75% or higher of students complete the Final Project with a grade of 85% or more.

**\* Outcome #2: How will you know if you were successful in your efforts to teach this outcome?**

75% or higher of students complete the Final Project with a grade of 85% or more.

**\* Outcome #3: How will you know if you were successful in your efforts to teach this outcome?**

75% or higher of students complete the Final Project with a grade of 85% or more.

**5. Instructor Questions: Create two course specific questions to be included on the Student Course Evaluation. Question #1**

What is the most valuable skill you learned from this course?

**Question #2**

Do you feel prepared to utilize Excel for work, school, or personal use?

**Do you require the names of students who complete the course evaluation survey? (Please note: names will be sent to instructors the Thursday before term ends)**

NO

**Reminder, when completing Part B, instructors will be asked the following questions: Describe anything you did to assist the institutional effort to support students in improving achievement of the specified criteria for the following Institutional Learning Outcomes (ILO): 1. ILO#1 - Communication - "Content Development" and/or "Control of Syntax and Mechanics" 2. ILO#2 - Critical Thinking/Problem Solving - "Student Position" and/or "Evaluate Potential Solutions" 3. ILO#4 - Cultural Awareness - "Curiosity" (Encouraging our students to "Ask deeper questions about other cultures and seek out answers to these questions") 4. ILO#5 - Community and Environmental Responsibility - "Understanding Global Systems" and/or "Applying Knowledge to Contemporary Global Contexts" 5. ILO#3 - Quantitative Literacy - "Application/Analysis" and/or "Assumptions"**

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