

Assessment Impact by Course Objectives

Palau Community College

Program (IT) - Information Technology

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CLO: IT 105 - PC Office Applications: CLO 1

Generate extensive and properly formatted Microsoft Word documents that include texts, graphics, tables, mathematical formulas, and other supported objects.

CLO Assessment Cycle: 2014-2015 (Spring 2015)

CLO Status: Active

Means of Assessment			
Means of Assessment	Expected Student Performance	Notes	Active
Create a Word document. Signature assignment: Practical Exam	70% of the students assessed will perform at the proficiency level.		Yes

Results			
Summary of Data Collected	Use of Results	Follow-Up	Semester Assessed
Practical Exam - 12/22/2015 - 100% of the students assessed reached proficiency level. Expected Student Performance Met: Yes Related Documents: IT105WordActivityFA2015.zip	12/22/2015 - All students assessed reached the proficiency level so no action needed at this time.		2015-2016 (Fall 2015)
Practical Exam - 06/01/2015 - 100% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes Related Documents: IT105 Word Practical Exam SP2015.zip	06/01/2015 - No action needed at this time as students continue to reach proficiency level. This CLO will continue to be assessed and changes will be made to the course/signature assignments when necessary.		2014 - 2015 (Spring 2015)
Practical Exam - 12/29/2014 - 100% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes Related Documents: Word Activity.zip	12/29/2014 - No action needed at this time.		2014 - 2015 (Fall 2014)
Practical Exam - 05/27/2014 - 85% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes Related Documents: Word.zip	05/27/2014 - Based on the assessment results, no action needed at this time. However, since the course was taught by only adjunct instructors, it is strongly recommended that the course be observed to ensure to content are properly delivered.		2013 - 2014 (Spring 2014)
Practical Exam - 01/09/2014 - 81% of the students assessed performed at	01/09/2014 - No action needed at this time. Will		2013 - 2014 (Fall

Results			
Summary of Data Collected	Use of Results	Follow-Up	Semester Assessed
the proficiency level. Expected Student Performance Met: Yes Related Documents: Word Activity	continue to assess course.		2013)

CLO: IT 105 - PC Office Applications: CLO 2

Plan and develop elaborate spreadsheets that utilize complex built-in functions and features of Microsoft Excel.

CLO Assessment Cycle: 2014-2015 (Spring 2015)

CLO Status: Active

Means of Assessment			
Means of Assessment	Expected Student Performance	Notes	Active
Create an Excel workbook. Signature assignment: Practical Exam	70% of the students assessed will perform at the proficiency level.		Yes

Results			
Summary of Data Collected	Use of Results	Follow-Up	Semester Assessed
Practical Exam - 12/22/2015 - 83% of the students assessed reached proficiency level. Expected Student Performance Met: Yes Related Documents: IT105ExcelActivityFall2015.zip	12/22/2015 - As identified in previous semester's assessments, reviewing Excel functions is helping students do better in the Excel portion of the course. As such, instructors will continue to be reminded to allocate enough time to review Excel functions and basic formula writing to help improve student performance.		2015-2016 (Fall 2015)
Practical Exam - 06/01/2015 - 100% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes Related Documents: IT105 Practical Excel Exam SP2015.zip	06/01/2015 - Previous semester assessments showed poor student performance in Excel. As a result, more assignments, activities, and emphasis on Excel was advise. This assessment reflects improvement in this particular CLO.		2014 - 2015 (Spring 2015)
Practical Exam - 12/29/2014 - 68% of the students assessed performed at the proficiency level. Expected Student Performance Met: No Related Documents: Excel Activity.zip	12/29/2014 - No action needed at this time to modify the course outline or objectives. However, instructors will be advised to give more exercises in Excel to ensure that students master the skills needed in writing formulas.		2014 - 2015 (Fall 2014)
Practical Exam - 05/27/2014 - 78% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes Related Documents:	05/27/2014 - Based on the assessment results, no action needed at this time. However, since the course was taught by only adjunct instructors, it is strongly recommended that the course be observed to ensure to content are properly delivered.		2013 - 2014 (Spring 2014)

Results			
Summary of Data Collected	Use of Results	Follow-Up	Semester Assessed
Excel.zip Practical Exam - 01/09/2014 - 83% of the students assessed will perform at the proficiency level. Expected Student Performance Met: Yes Related Documents: Excel Activity	01/09/2014 - No action needed at this time. Will continue to assess course.		2013 - 2014 (Fall 2013)

CLO: IT 105 - PC Office Applications: CLO 3

Plan, design, and develop relational databases using Microsoft Access that are flexible, expandable, and mitigate redundant information.

CLO Assessment Cycle: 2014-2015 (Spring 2015)

CLO Status: Active

Means of Assessment			
Means of Assessment	Expected Student Performance	Notes	Active
Create Access tables. Signature assignment: Assignments	70% of the students assessed will perform at the proficiency level.		Yes

Results			
Summary of Data Collected	Use of Results	Follow-Up	Semester Assessed
Assignments - 12/22/2015 - 100% of the students assessed reached proficiency level. Expected Student Performance Met: Yes Related Documents: IT105AccessTableActivityFall2015.zip	12/22/2015 - All students assessed reached the proficiency level so no action needed at this time.		2015-2016 (Fall 2015)
Assignments - 06/01/2015 - 100% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes Related Documents: IT105 Access E and F Exercise SP2015.zip	06/01/2015 - No action needed at this time as students continue to reach proficiency level. This CLO will continue to be assessed and changes will be made to the course/signature assignments when necessary.		2014 - 2015 (Spring 2015)
Assignments - 12/29/2014 - 85.5% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes Related Documents: Access Table Activity.zip	12/29/2014 - No action needed at this time.		2014 - 2015 (Fall 2014)
Assignments - 05/27/2014 - 87.5% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes	05/27/2014 - Based on the assessment results, no action needed at this time. However, since the course was taught by only adjunct instructors, it is		2013 - 2014 (Spring 2014)

Results			
Summary of Data Collected	Use of Results	Follow-Up	Semester Assessed
Related Documents: Access1.zip	strongly recommended that the course be observed to ensure to content are properly delivered.		
Assignments - 01/09/2014 - 100% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes Related Documents: Access Table Activity	01/09/2014 - No action needed at this time. Will continue to assess course.		2013 - 2014 (Fall 2013)

CLO: IT 105 - PC Office Applications: CLO 4

Plan, design, and generate Microsoft Access database queries that select, update, and display information accurately.

CLO Assessment Cycle: 2014-2015 (Spring 2015)

CLO Status: Active

Means of Assessment			
Means of Assessment	Expected Student Performance	Notes	Active
Create Access database queries. Signature assignment: Assignments	70% of the students assessed will perform at the proficiency level.		Yes

Results			
Summary of Data Collected	Use of Results	Follow-Up	Semester Assessed
Assignments - 12/22/2015 - 100% of the students assessed reached proficiency level. Expected Student Performance Met: Yes Related Documents: IT105AccessQueryActivityFall2015.zip	12/22/2015 - All students assessed reached the proficiency level so no action needed at this time.		2015-2016 (Fall 2015)
Assignments - 06/01/2015 - 100% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes Related Documents: IT105 Access G and H Exercise SP2015.zip	06/01/2015 - No action needed at this time as students continue to reach proficiency level. This CLO will continue to be assessed and changes will be made to the course/signature assignments when necessary.		2014 - 2015 (Spring 2015)
Assignments - 12/29/2014 - 86% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes Related Documents: Access Query Activity.zip	12/29/2014 - No action needed at this time.		2014 - 2015 (Fall 2014)

Results			
Summary of Data Collected	Use of Results	Follow-Up	Semester Assessed
Assignments - 05/27/2014 - 92.5% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes Related Documents: Access2.zip	05/27/2014 - Based on the assessment results, no action needed at this time. However, since the course was taught by only adjunct instructors, it is strongly recommended that the course be observed to ensure to content are properly delivered.		2013 - 2014 (Spring 2014)
Assignments - 01/09/2014 - 100% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes Related Documents: Access Query Activity	01/09/2014 - No action needed at this time. Will continue to assess course.		2013 - 2014 (Fall 2013)

CLO: IT 105 - PC Office Applications: CLO 5

Create substantial or multiple presentations that integrates texts, graphics, animations, other Microsoft Office files, and various objects supported by Microsoft PowerPoint.

CLO Assessment Cycle: 2014-2015 (Spring 2015)

CLO Status: Active

Means of Assessment			
Means of Assessment	Expected Student Performance	Notes	Active
Create a PowerPoint presentation. Signature assignment: Assignments	70% of the students assessed will perform at the proficiency level.		Yes

Results			
Summary of Data Collected	Use of Results	Follow-Up	Semester Assessed
Assignments - 12/22/2015 - 100% of the students assessed reached proficiency level. Expected Student Performance Met: Yes Related Documents: IT105PowerPointActivityFall2015.zip	12/22/2015 - All students assessed reached the proficiency level so no action needed at this time.		2015-2016 (Fall 2015)
Assignments - 06/01/2015 - 100% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes Related Documents: IT105 PowerPoint Exercise SP2015.zip	06/01/2015 - No action needed at this time as students continue to reach proficiency level. This CLO will continue to be assessed and changes will be made to the course/signature assignments when necessary.		2014 - 2015 (Spring 2015)
Assignments - 12/29/2014 - 93% of the students assessed performed at the proficiency level. Expected Student Performance Met: Yes	12/29/2014 - No action needed at this time.		2014 - 2015 (Fall 2014)

Results

Summary of Data Collected	Use of Results	Follow-Up	Semester Assessed
<p>Related Documents: PowerPoint Activity.zip</p> <p>Assignments - 05/27/2014 - 91% of the students assessed performed at the proficiency level.</p> <p>Expected Student Performance Met: Yes</p> <p>Related Documents: PowerPoint.zip</p>	<p>05/27/2014 - Based on the assessment results, no action needed at this time. However, since the course was taught by only adjunct instructors, it is strongly recommended that the course be observed to ensure to content are properly delivered.</p>		<p>2013 - 2014 (Spring 2014)</p>
<p>Assignments - 01/09/2014 - 100% of the students assessed performed at the proficiency level.</p> <p>Expected Student Performance Met: Yes</p> <p>Related Documents: PowerPoint Activity</p>	<p>01/09/2014 - No action needed at this time. Will continue to assess course.</p>		<p>2013 - 2014 (Fall 2013)</p>