

Crafton Hills College - Outcomes Assessment Report

Course: CIS-101

Term: Fall 2011

Date:

1. Learning Outcomes Statement

Students will be able to create, modify and save a Microsoft Word document, including formatting and modifying text and paragraphs, inserting graphics and bulleted lists, creating a bibliography and inserting a research source.

2. Means of Assessment (Measurement Method)

Students were required to complete a multi-task skills based MS Word exam. Individual scores were compiled and reported as a percentage of skills successfully completed out of the total number of skills attempted. Individual scores from each course section were combined and reported out as a single course percentage. All section scores were combined as a single course-wide percentage.

3. Criteria for Success (Benchmark)

A least 70% of all students enrolled in CIS 101 will achieve a 4 or better on the multi-task skills based Microsoft Word exam.

4. Summary of Evidence

Results for the Spring 2011 term were as follows: 5% of the CIS 101 students achieved a 1 7.8%, achieved a 2 14.2% achieved a 3 39.7% achieved a 4, 33.3% achieved a 5, 73% achieved a score of 4 or better. Results for the Fall 2011 term were as follows: 1% of the CIS 101 students achieved a 1 6.4%, achieved a 2 12.1% achieved a 3 23.8% achieved a 4 56.7% achieved a 5 80.5% achieved a score of 4 or better

5. Use of Results (Implications for Program Improvement & Planning)

The CIS discipline was satisfied with the results of the skills based MS Word assessment. Overall the discipline realized a 6.5% increase in performance on this SLO. The improvements are believed to be directly tied the implementation of a SAM based MS word skills practice exam. An additional component added to the course as a result of our analysis of student performance on this SLO in the Spring 11 term.