UI ISSS Sample Assessment Plan

I. Learning Outcomes
   • [Theme 1] Learning outcome 1
   • [Theme 2] Learning outcome 2
   • [Theme 3] Learning outcome 3

II. How Do You Plan to Use the Data?
   1. Accountability purpose
      • Basic data collection – participant numbers, demographics, etc.
      • Whether the learning outcomes have been met
      • Showcase student learning in the program
   2. Program improvement purpose
      • What’s going well?
      • What are the areas for improvement?
      • Whether the program is effective and useful
   3. Marketing purpose
      • How do students learn about the program?
      • Using the demographical data – visual representation of who the students can connect to by participating in the program
      • Learning outcomes
      • Quotes from students
   4. Celebration/purpose
      • Celebrating students’ growth/journey
   5. Other?

III. Assessment and Data Collection Plan
    • Registration
    • Attendance
    • Survey
    • 1 minute reflection, etc.

IV. Reporting
    • Compile the data in written format

V. Debrief and Next Step
   • Share the report with all stakeholders
   • Have a debrief meeting with all stakeholders
   • Take the report & the debrief meeting notes to next planning meeting