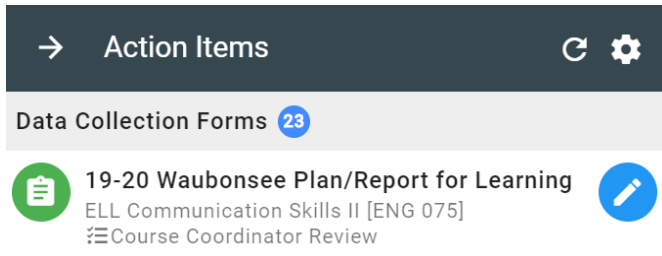


Report for Learning Improvement 19-20 Step-by-Step...

Step 1: Go to wcc.aefis.net and Log into your AEFIS account

Step 2: Your Action Items pop-out window will automatically appear once you are logged in.



Note: Plans completed last year to be used to report assessment results and action plans are in the **Course Coordinator Review** stage. All faculty are called “Course Coordinators” in AEFIS language.

Step 3: Select the blue icon with the white pencil to open the data collection form.

Step 4: Review the following sections and the responses you completed fall 2019:

1. Plan: Outcomes and Outcomes Alignment to Course Description.
2. Plan: Measure
3. Plan: Achievement Goal/Threshold
4. Implementation Process and Timeline

Step 5: Complete section 5 and 6 of this report:

5. Check: Results – After the Assessment
6. ACT: Using Results to Improve Student Learning (Action Plan)

Step 6: Once you have made the desired inputs and changes in the form, select the blue I’M FINISHED, SUBMIT button (Select the CONTINUE LATER if you want to return and finish later)

Note: Due to Covid 19, some faculty were unable to complete spring 2020 assessments. Please report results from fall 2019. If you were unable to complete any of your assessments, Complete question 6 in the ACT section of the form.

Include any additional information or insights you gleaned during the semester. **Reflect on what you learned about assessment from our need to go online due to Covid. Explain reasons why you were unable to assess and what you plan on doing differently in the future for the new modalities that we now offer.**

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Include any additional information or insights you gleaned during the semester. These may be serendipitous moments, stories or other qualitative findings to add to your quantitative data.

