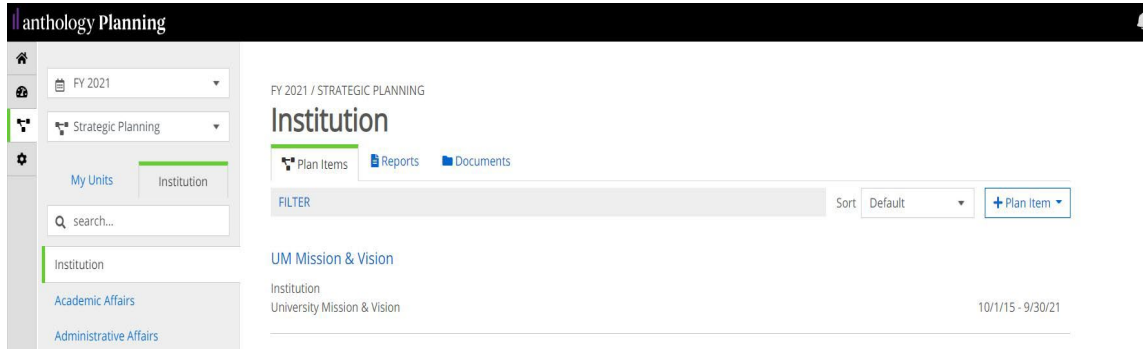


Entering SLO Results and Plans into Anthology (update 3/10/2023)

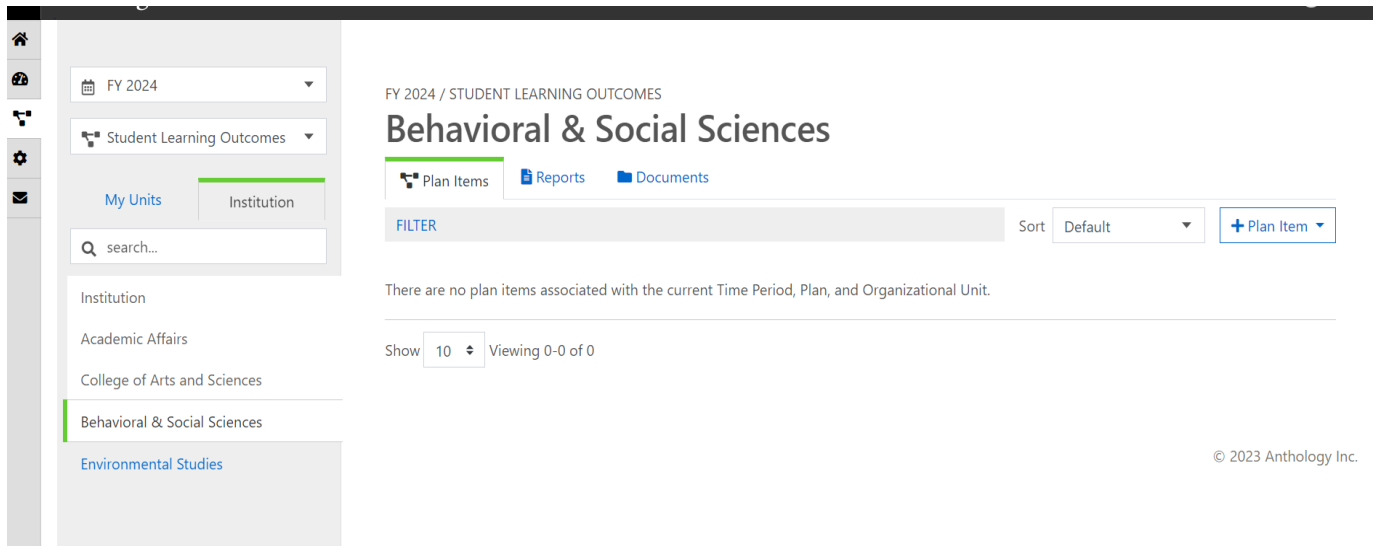
When you first enter the system you will see a more watered down version of this screen



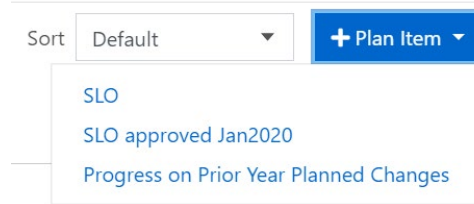
Entering Your New (FY2024) Student Learning Outcomes

1. Where the above picture shows “FY2021”, you can select your appropriate SLO planning year. In this case you will select “FY2024”.
2. Where the above picture shows “Strategic Plan”, you will want to select “Student Learning Outcomes”
3. You can then click “My Unit” to get to your specific academic unit.

You will then see a screen that looks like this for your specific unit



4. You can create an SLO from scratch, by selecting “+Plan Item” shown on the landing page for your Unit SLOs. When you click that button, you will be given this set of options:



Please select “SLO”. WE ARE NO LONGER USING “SLO APPROVED JAN2020.”

5. When you click on SLO you will be directed to this page.

A screenshot of a web application page titled 'Edit Plan Item'. The page is for 'FY 2024 / STUDENT LEARNING OUTCOMES'. On the left is a vertical sidebar with icons for home, refresh, a grid, settings, and a mail icon. The main content area includes a 'Report View' button in the top right. The form fields are: 'Template: SLO', 'Number *' (empty text box), 'Start *' (calendar icon, date 10/01/2023), 'End *' (calendar icon, date 09/30/2024), 'Title *' (text box containing 'New SLO Item'), 'Outcome Description' (empty text area), and 'How will the outcome be assessed?' (rich text editor with a menu bar containing 'File Edit View Insert Format Tools Table' and various formatting icons).

- You should populate the starred fields in this form with the appropriate information. Typically, your Start and End will be prepopulated with the appropriate FY in question. Your number is simply a number - your preferred numbering system for you SLOs (puts your SLOs into alphanumeric order). You should enter a Title that accurately and succinctly defines the outcome in question.
- You should then enter appropriate information into the next 4 boxes which read

“Outcome Description”

“Describe the assessment of the Student Learning Outcome”

Do not enter any information into the next 3 boxes. You have now completed the required data entry for this new (FY2024) Student learning outcome. Save this outcome by scrolling to the bottom of the screen and clicking “Done.”

You will be redirected to your main SLO FY2024 screen. You can add a new SLO plan Item as shown above.

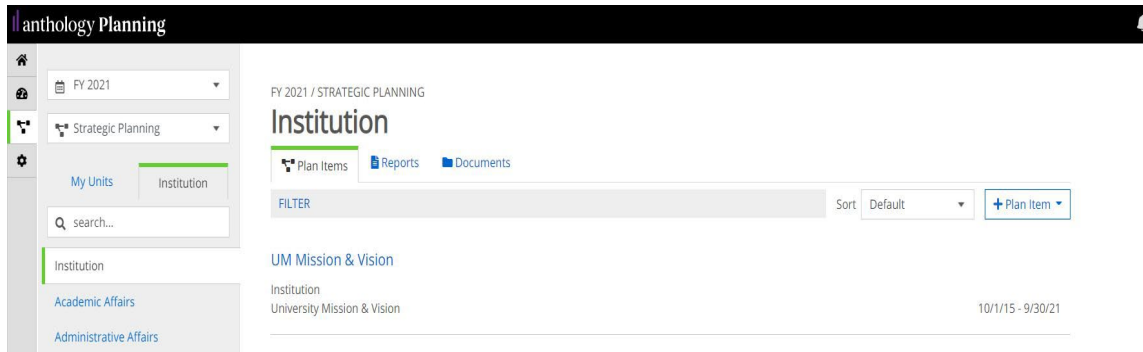
- Note that if you do not want to keep a particular SLO you can always delete the SLO after opening, scrolling to the bottom of the screen and selecting delete in the far-left hand corner.

The screenshot shows a form with the following elements:

- A large text input area for the outcome description.
- A 'Providing Department' dropdown menu with a red asterisk, currently showing 'Game Studies & Design' with a blue checkmark icon.
- A 'Progress' dropdown menu.
- At the bottom left, a 'Delete' button with a trash can icon.
- At the bottom right, a 'Read View' button with a document icon and a blue 'Done' button.

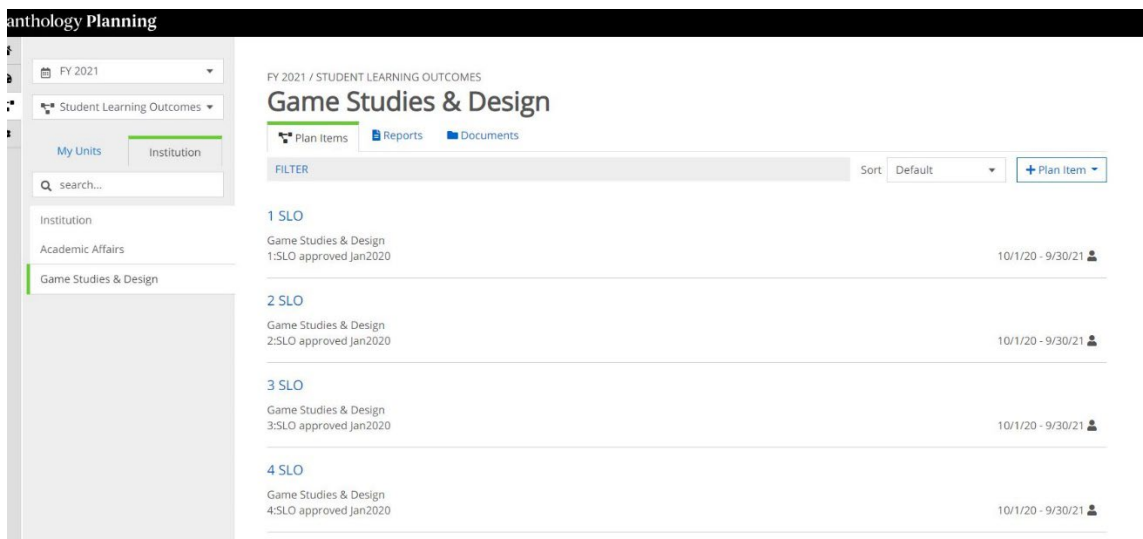
Entering Your Results for Last Year’s (FY2023) Student Learning Outcomes

When you first enter the system you will see a more watered down version of this screen



1. Where the above picture shows “FY2021”, you can select your appropriate SLO reporting year. In this case you will select “FY2023”.
2. Where the above picture shows “Strategic Plan”, you will want to select “Student Learning Outcomes”
3. You can then click “My Unit” to get to your specific academic unit.

You will then see a screen that looks like this for your specific unit already populated with SLO information from your FY2023 SLO plan.



1. Click on your first SLO. You will see the following screen.
The first 4 boxes should already be populated: **Number, Start, End, Title**.
2. You will then see the following fields as you scroll down. (note that these fields are not on the “SLO” form that you will be using again starting in FY2024).

Edit Plan Item

Template: SLO approved Jan2020

Number *

Start *

End *

Title *

In the previous academic year's SLO report, the following planned changes to the program based on the analysis of the data were indicated.

This item was copy/pasted from your report last year.

File Edit View Insert Format Tools Table
← → Paragraph B <i>I</i> [List icons]
2019-2020 GSD SLO 1 - Students will understand the fundamentals of permutations, combinations, and probabilities. Math 202 was not taught in the 2019-2020 academic year.

Were the planned changes from the previous academic year's report successfully implemented as indicated?

Yes or No? If no, explain why. If yes, attach any documentation of implementation such as syllabi with changes highlighted, assignments, meeting minutes, program change forms, course proposal forms, etc.

1. The next 2 categories of information relate to planned changes from your last SLO Assessment Results report (FY2022 which you will have completed right prior to entering data for your FY2023 plan). What gets entered in the following box,

“In the previous academic year's SLO report, the following planned changes to the program based on the analysis of the data were indicated.”

Should be the same language from the prior year's information (FY2022) entered into a box which is further down, near the bottom of your prior year's SLO form. That box reads,

“What changes will be made to the program in the upcoming academic year to improve or further improve student learning based on the analysis of the data?”

You can simply copy and paste that information from your FY2022 completed SLO Assessment.

2. You should then answer the following question succinctly,

“Were the planned changes from the previous academic year's report successfully implemented as indicated?”

Plans

Math 202 was not taught in the 2019-2020 academic year.

Plan Item Files

There are no attachments.

[+ File](#) [+ Folder](#)

Student Learning Outcome Description

Current Academic Year

Students will understand the fundamentals of permutations, combinations, and probabilities.

Describe the assessment of the Student Learning Outcome.

Include in your description the assessment target or threshold.

File Edit View Insert Format Tools Table

↶ ↷ Paragraph **B** *I* [Text Alignment Icons] [List Icons]

Math 202: Mathematics of Games (Spring 2021): The expectation is that 80% of the class will score above a 75% on the test covering permutations, combinations, and probabilities. This outcome was increased from the 2018-2019 (FY19) year, which is the last time the course was taught.

Plan Item Files

There are no attachments.

[+ File](#) [+ Folder](#)

3. The next 2 boxes should be already populated with information on your FY2023 SLOs that you previously entered in Spring 2022. IF NOT PLEASE POPULATE BOTH.

“Student Learning Outcome Description”

“Describe the assessment of the Student Learning Outcome.”

What does the data from the current academic year tell you about student learning?

File	Edit	View	Insert	Format	Tools	Table							
↶	↷	Paragraph	▼	B	<i>I</i>	☰ ☰ ☰ ☰	☰ ☰	☰ ☰	☰ ☰	☰ ☰	☰ ☰	☰ ☰	☰ ☰
P													

Plan Item Files

There are no attachments.

[+ File](#) [+ Folder](#)

What changes will be made to the program in the upcoming academic year to improve or further improve student learning based on the analysis of the data?

If the assessment target or threshold was met, then describe the changes that will be made to instruction based on the analysis of the data to further improve student learning.

File	Edit	View	Insert	Format	Tools	Table							
↶	↷	Paragraph	▼	B	<i>I</i>	☰ ☰ ☰ ☰	☰ ☰	☰ ☰	☰ ☰	☰ ☰	☰ ☰	☰ ☰	☰ ☰

4. You should then answer the following questions related to FY2023 results.

“What does the data from the current academic year tell you about student learning?”

What changes will be made to the program in the upcoming academic year to improve or further improve student learning based on the analysis of the data?

YOU WILL WANT TO COPY YOUR RESPONSES TO THE SECOND QUESTION INTO A WORD DOCUMENT (or text file) FOR IMPORTANT LATER USE.

P

Plan Item Files + File + Folder

There are no attachments.

Will assessment of this particular Student Learning Outcome continue in the upcoming academic year?
 Yes or No?

File Edit View Insert Format Tools Table

↶ ↷
Paragraph ▾
B
I
☰ ☰ ☰ ☰
☰ ☰
☰ ☰ ☰ ☰

P

Providing Department *
▢ Behavioral & Social Sciences

Progress

🗑 Delete
Done

5. You should also answer the final question on this page.

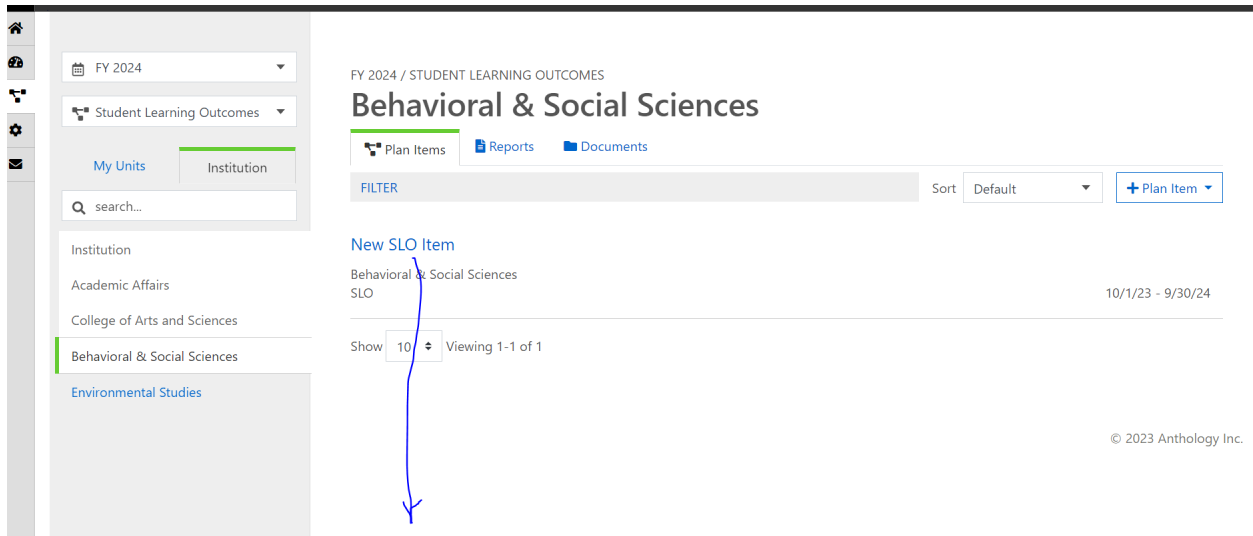
Will assessment of this particular Student Learning Outcome continue in the upcoming academic year?

Do not forget to click Done when finished on each goal.

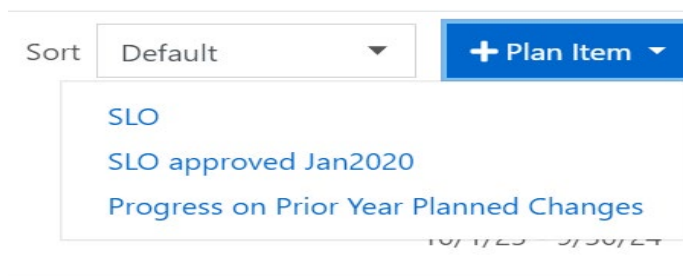
“Entering Your Planned Change” for FY2023 to be reported on at end of FY2024.

1. Navigate back to FY2024, Student Learning Outcomes page for your unit.

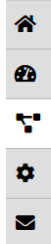
You will have already completed your SLO plan items



2. You should now click on the “+ Plan Item” in the right-hand corner of screen and select “Progress on Prior Year Planned Changes.”



3. Give the planned change a name of your choosing. Note that the name will order by alphanumeric in your list.
4. Start and End should be prepopulated, and then you should indicate the level of progress made on the item.



Progress

Providing Department *

[Behavioral & Social Sciences](#)

In the previous academic year's SLO report, the following planned changes to the program based on the analysis of the data were indicated.

This item should be copied/pasted from your report last year.

File	Edit	View	Insert	Format	Tools	Table
↶	↷	Paragraph	▼	B	<i>I</i>	☰ ☰ ☰ ☰ ☰ ☰ ☰ ☰ ☰ ☰
P						

Were the planned changes from the previous academic year's report successfully implemented as indicated?

Yes or No? If no, explain why. If yes, attach any documentation of implementation such as syllabi with changes highlighted, assignments, meeting minutes, program change forms, course proposal forms, etc.

File	Edit	View	Insert	Format	Tools	Table
↶	↷	Paragraph	▼	B	<i>I</i>	☰ ☰ ☰ ☰ ☰ ☰ ☰ ☰ ☰ ☰

5. Enter the planned change identified in the first of your FY2023 goals where you indicated planned changes where this form reads,

“In the previous academic year's SLO report, the following planned changes to the program based on the analysis of the data were indicated.”

Follow this procedure of creating a form for each planned change from each goal in FY2023 report.

IF YOU COPIED WHEN YOU PUT IN RESPONSE ON FY2023 REPORT, YOU WILL BE COPYING FROM A WORD DOCUMENT. Real easy like...

The second question will be answered in Spring 2024, when the AY2024 results are due.

CLICK DONE AT BOTTOM OF EACH FORM AS COMPLETED.