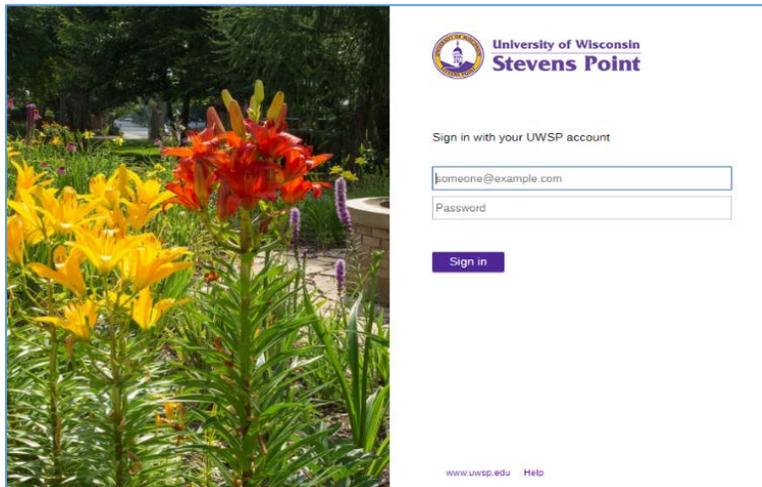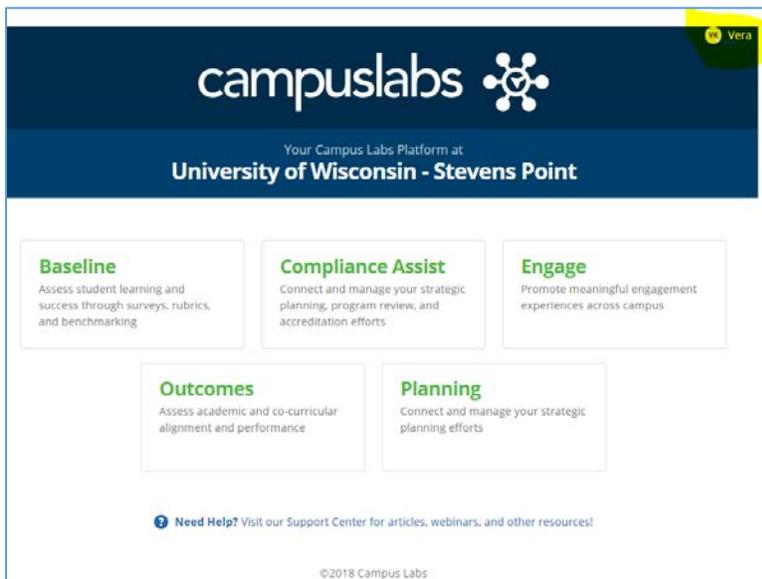# Brief Visual Guide for Campus Labs – Outcomes Module for GEP Assessment

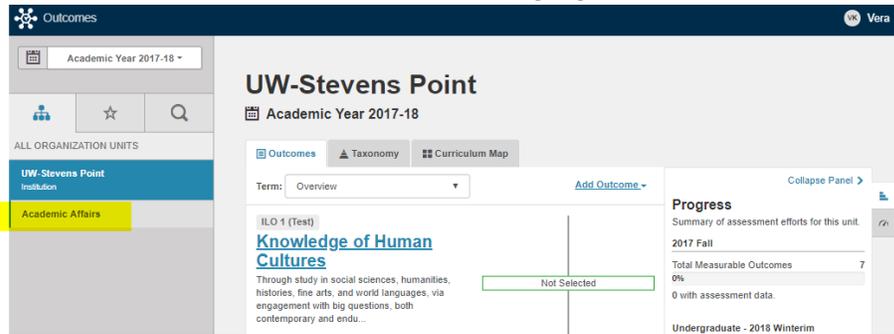1) Go to Chrome (preferred browser) or Microsoft Edge and type uwsp.campuslabs.com

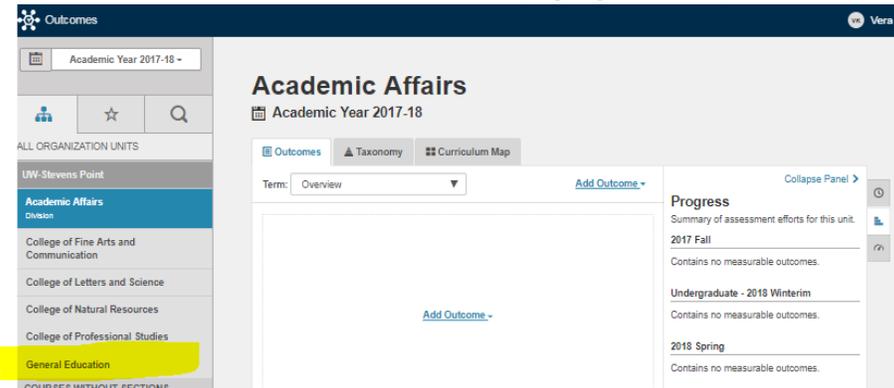2) Log in with your UWSP username and password

Your first name and initials should appear in the right top corner.
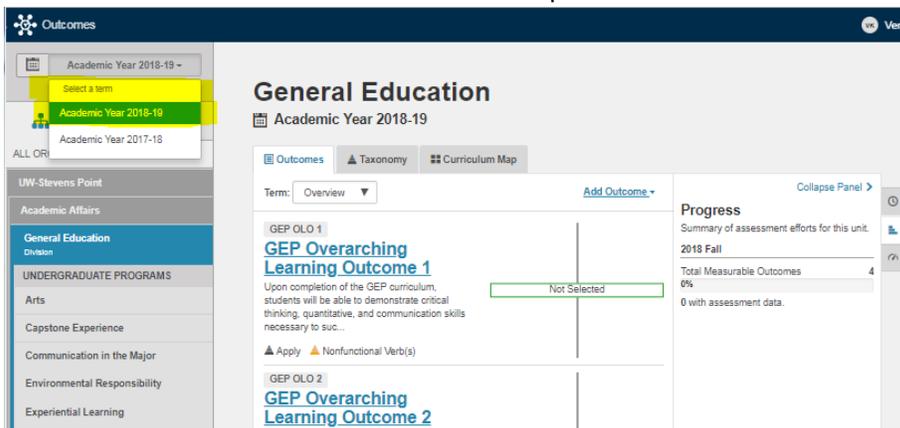
Click on **Outcomes**

3) Click on Academic Affairs in the left frame (highlighted area)

4) Click on General Education in the left frame (highlighted area)

5) Select Academic Year 2018-2019 from the drop-down menu in the left frame.

6) Select your Category. For example, Quantitative Literacy.

Navigation panel on the right

Pending Connections: It shows which outcomes have been assigned the unit.

Progress: It shows a summary of assessment efforts for this unit.

Activity: It shows a summary of actions taken on outcomes by this unit.

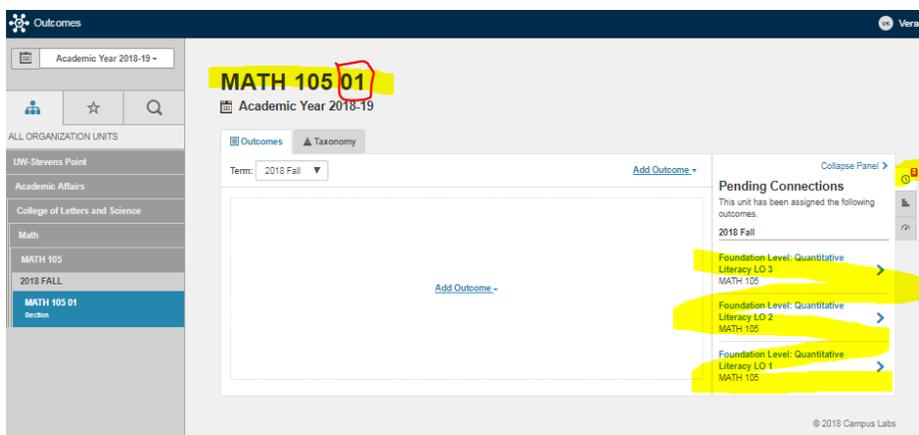**Courses**: It shows which courses belong to this unit.
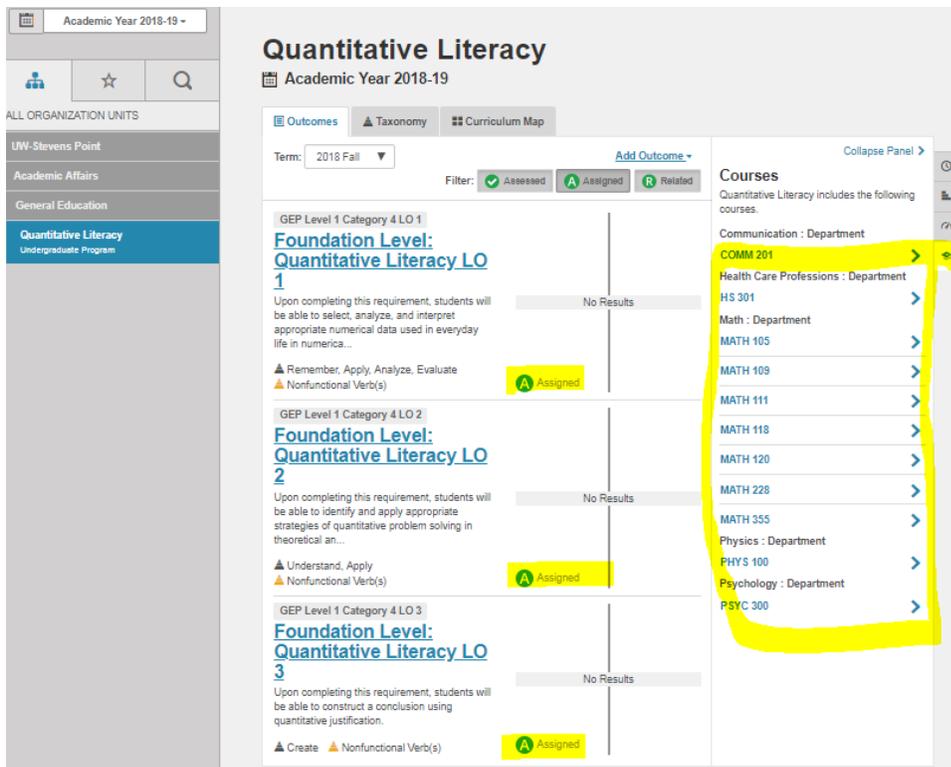
The courses and sections have been already assigned to collect data for all the learning outcomes (LOs) in the Foundation Level Categories.

For instance, Math 105 has been assigned to assess the LOs for QL. Each section of MATH 105 has been assigned to assess the LOs as well. MATH 105 01 [Section 01] will have a red number by the clock icon.

This means that this section has 3 pending connections, i.e. requests to measure each LO:
If your category only has 2 LOs, the red number will be 2.
By clicking on each connection in the right side of the panel, you will be taken to the screen that allows you to enter the specifics for your learning activity that will be used for assessment of this particular LO.

Note: In the left frame, the path has changed. When you go to your specific course, you will be taken out of the General Education Program because the courses belong to particular departments and their corresponding colleges. If you want to go back to GEP, click on Academic Affairs → General Education → GEP Category.

The platform prompts the following questions that describe your learning activity which will become the basis of your assessment. It is important to include the date but not how accurate it is. You can give yourself a week or a month to complete the assessment.

Another example. For the sake of this demonstration, I have assigned myself the first LO of Interdisciplinary Studies for FLNG 381, Fall 2017. For this LO, I chose Mini-Research Paper to serve as the learning activity. It was an essay due on November 8th, 2017.

After I have created this assessment in Campus Labs, I was able to add attachments, such as my course syllabus and schedule of learning activities, mini-research paper assignment handout, evaluating rubric and assessment results from this rubric.

Mini-Research Paper Attachments

Name	Comment		
FLG381-Fall2017-Syllabus-Ve	1. Course syllabus & course assignment schedule	☑	🗑
FLNG 381 - Explanation of ali	2. Explanation of alignment of course LOs to GEP LOs	☑	🗑
FLNG 381 Mini-research Pape	3. Description of Assessment/ Assignment (Student Handout)	☑	🗑
FLNG 381 Course Learning A	4. Course Learning Activities Targeting the GEP Category	☑	🗑
FLNG381 Mini-Research Pape	5. Assessment Instrument (Rubric)	☑	🗑
FLNG381-F17-Mini-Research-	6. Assessment Results/ Graphs/ Tables	☑	🗑
FLNG 381 Future Plans for As	7. Future Plans/Plans for Improvement	☑	🗑
FLNG 381 F17 - Student 1 - Ex	8.a. Student Work Exceeding Expectations	☑	🗑
FLNG 381 F17 - Student 2 - Me	8.b. Student Work Meeting Expectations	☑	🗑
FLNG 381 F17 - Student 3 - Ne	8.c. Student Work Not Meeting Expectations	☑	🗑
FLNG 381 F17 - Student 4 - Ot	8.d. Student Work Exceeding Expectations - Outstanding	☑	🗑

Drop files here or click to upload.

Close

Adding results:

GEP Level 4 Category 2 LO 1

Integration Level: Interdisciplinary Studies LO 1

Upon completing this requirement, students will be able to identify an issue or question related to the interdisciplinary course(s), and describe what each discipline contributes to an understanding of that issue.

Requested By: Interdisciplinary Studies

⛰ Understand, Analyze   ⛰ Nonfunctional Verb(s)

EVALUATED RESULT   Latest ▾

Mini-Research Paper

No Results

Mini-Research Paper   ✕

Results

Select the appropriate way to record results for this assessment.

🏆 **Total Achievement Levels** Enter the number of students who met or did not meet the outcome.	👥 **Individual Student Scores** Record individual scores by entering the results of each student.	☑ **Import Campus Labs Rubrics** Record individual student results from assessments/assignments scored in **Rubrics**.

I decided to enter total achievement levels because I used only one criterion from the evaluating rubric of eight criteria because it was the most aligned criterion to the IS LO 1.

Mini-Research Paper
×

Scale Type [Default] [Pass/Fail]   Scoring Type [Percentage] [Points]

Thresholds

Enter the minimum scores/percentages for each of the following achievement level thresholds.

0-69%	70-79%	80-89%	90-100%

Minimum Score *	Partially Met *	Met *	Exceeded *	Maximum Score *
0 %	70 %	80 %	90 %	100 %

Results | Total Achievement Levels   Clear

Enter the number of students who met or did not meet the outcome.

Exceeded *	7
Met *	4
Partially Met *	6
Not Met *	1

Note: Importance of thresholds

Supporting Information

Provide context for the entered results by further describing the assessment.

Analysis

11 students of 18 (61%) met or exceeded the expectations, while 1 student did not meet the expectations for this particular criterion : "Cultural impact analysis." The overall results for the rubric show that 72% of students (13 out of 18) met or exceeded the expectations for the assignment in its entirety and that there were no students who did not meet the expectations.

- Not meeting expectations: 0 % ; Developing towards expectations: 28 % (5 students)
- Meeting expectations: 33 %   (6 students); Exceeding expectations: 39 %   (7 students)

If applicable, please describe any analysis you performed on the data or information from your input.

Scoring Method

[Rubric ▼]

Select the method used to determine each student's achievement level.

Confidence

[Low] [Medium] [High]

Select the option which best describes your level of confidence in the accuracy of the results.

Summary

This learning activity showed that this part was one of the most challenging for students because it required them to consider multiple variables and provide reliable evidence.

In addition to entering your numeric results, please summarize your results/findings.

Use of Results

Based on your results/findings, list what could be done to improve student achievement or your assessment process in the future.

☐ Modify this assignment to a Cross-Disciplinary Paper

☐ Give specific instructions that students should bring together at least two disciplines to support their position

Final dashboard for the assessment results for the first IS LO in FLNG 381, Fall 2017:

Immediate aggregation of these results with the GEP IS Category for Academic Year 2017-2018.

Useful Campus Lab's Tutorials:

1) Adding Results to an Assessment. At the bottom of the page, you can download a video file for this tutorial that last 4:50 minutes. Here is the link for the video: **Download this file** *(10 MB)* - Outcomes Entering Assessment Results.mp4
2) Creating and Using Thresholds
3) Writing Learning Outcomes Worksheet
4)

<div style="border:1px solid black; padding:10px;">

Additional Information – General Overview of Campus Labs Outcomes Module

Assessing Learning Outcomes (video, 52 minutes)

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