

# **How to Run CBA Report (Course 003)**

By Academic Programs and Services

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Reports

REPORTS



<input type="checkbox"/>	Title ▲	Type ▾	Description
<input type="checkbox"/>	Course Evaluations 003: Aggregate Report on Course Evaluation Results for Faculty	Core NG	This report will display aggregat
<input type="checkbox"/>	Course Evaluations 007: Course Evaluation Status for My Courses	Core NG	Use this report to monitor the s
<input type="checkbox"/>	<b>Courses 003: Coursework and Observations Assessment Report for Faculty</b>	Core NG	This NG report display aggregat videos, course binders, and observations. Data is limited to assessments submitted by the faculty. It contains data previously found in the Core Report Courses 005, 009, and 075.
<input type="checkbox"/>	Faculty Qualifications 024: Comprehensive Report on My Activities by Category	Custom Report	This report provides for a comprehensive report of my activities based on the activity category and date parameters selected for the activities I have entered in My Activity Portfolio.
<input type="checkbox"/>	Planning 001: Assessment Plan Data for Organizations	Core NG	This report will display assessment plan data for the selected organization(s) and assessment period(s).
<input type="checkbox"/>	Planning 003: List of Outcomes and Results for Organizations	Core NG	This report displays outcomes and results for the selected organizations.

1. Open Tk20
2. Go to Courses in Left Side Menu
3. Click Reports under courses tab
4. Click on “Courses 003: Coursework and Observations Assessment Report for Faculty”

> Previously Saved Report Parameters

∨ Administrative Filters

Set as Default

Include organizational security:  Yes  
 No

Include User Group:  Yes  
 No

∨ Required and Recommended Filters

Organization(s):\* (517) selected

Form Active Status:\* Select All

Select status (Ex: "Active" / "Inactive")

Assessment Tool:\* AAC&U Written Communication Rubric Spring 2017 | Inactive

Select Assessment Rubric here

Form Instance:\* AAC&U Written Communication Rubric Spring 2017 | Inactive

Assessment Status:\* Submitted

Term(s):\* Spring 2017

Select Courses here

Course(s):\* CTE 3060 | 20936 | Spring 2017, CTE 3060 | 21689 | Spring 2017

Coursework Type:\* Assignment

Coursework Template (Note: Applies differently to observations.):\* Competency 1 Spring 2017 (Assignment)

Programs:\* (527) selected

Select programs here

Majors:\* (473) selected

Majors:\* (473) selected

Minors:\* (108) selected

User Group:\* Please select

> Additional Filters

∨ Report Display Options

Include prepared on date stamp:  Yes  No

Include prepared by user:  Yes  No

For Rubric calculations only (e.g. mean, median, mode, and standard deviation):  Use predefined rubric values  Use values manually input by assessor

For Likert Scale and Rubric question types only:  Display criteria together  Display criteria separately

Select "Use values manually input by assessor"

Select "Display criteria together"

[Cancel](#)

Click "Generate" to generate the report



Parameters

Tuesday, July 25, 2017 11:24 AM | Prepared by Swathi Kunchakuri

Analytic Display

Data Display

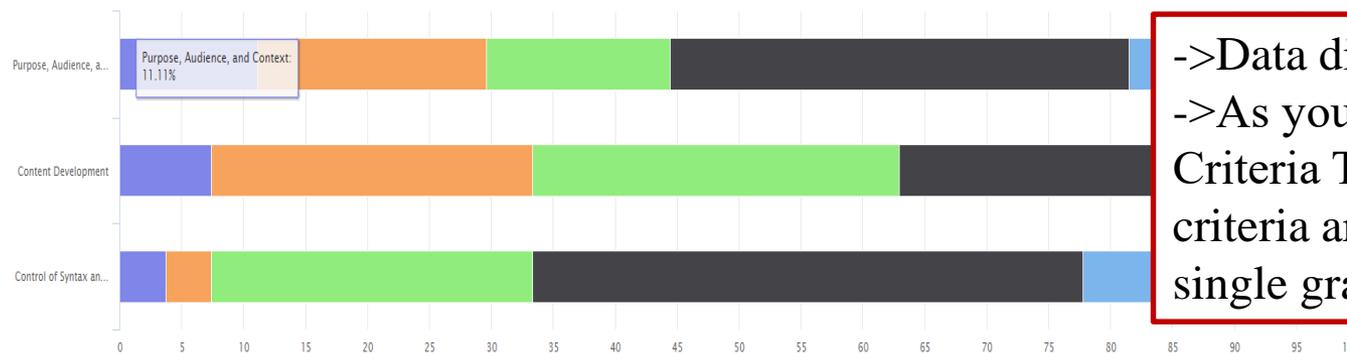
Share Export

AAC&U WRITTEN COMMUNICATION RUBRIC

AAC&U WRITTEN COMMUNICATION RUBRIC	# 4 Advanced	% 4 Advanced	# 3 Intermediate - High	% 3 Intermediate - High	# 2 Intermediate - Low	% 2 Intermediate - Low	# 1 Novice	% 1 Novice	# 0 Did not perform this element
Purpose, Audience, and Context	5	18.52%	10	37.04%	4	14.81%	5	18.52%	3
Content Development	4	14.81%	6	22.22%	8	29.63%	7	25.93%	2
Control of Syntax and Mechanics	6	22.22%	12	44.44%	7	25.93%	1	3.7%	1
<b>Total/Percentage</b>	<b>15</b>	<b>18.52%</b>	<b>28</b>	<b>34.57%</b>	<b>19</b>	<b>23.46%</b>	<b>13</b>	<b>16.05%</b>	<b>6</b>

Stack Bar

AAC&U WRITTEN COMMUNICATION RUBRIC



->Data display looks like this.  
 ->As you selected “Display Criteria Together” option, all criteria are displayed in a single graph.

Analytic Display

Data Display

Share

Export

Export to Computer

Export to Document Room

To export the data, click on “Export” button and select “Export to Computer”

iate - High	% 3 Intermediate - High	# 2 Intermediate - Low	% 2 Intermediate - Low	# 1 Novice	% 1 Novice	# 0 Did not perform this element
	37.04%	4	14.81%	5	18.52%	3
	22.22%	8	29.63%	7	25.93%	2
	44.44%	7	25.93%	1	3.7%	1

## COURSES 002: COURSEWORK AND OBSERVATIONS ASSESSMENT REPORT FOR ADMINISTRATORS

Parameters

Analytic Display

Data Display

If “Data Display” option is selected, data is displayed in table format as below

<input type="checkbox"/>	Assessee Last Name ▲	Assessee First Name	Assessee PID	Assessment Tool	Form Instance	Term	Course Number			
<input type="checkbox"/>	Alexander	David	700618926	AAC&U Written Communication Rubric Spring 2017	AAC&U Written Communication Rubric Spring 2017	Spring 2017	CTE 3060	21689	Competency 1 Spring 2017	Assessment Complete Tews
<input type="checkbox"/>	Anderson	Jamarcus	700614008	AAC&U Written Communication Rubric Spring 2017	AAC&U Written Communication Rubric Spring 2017	Spring 2017	CTE 3060	21689	Competency 1 Spring 2017	Assessment Complete Tews
<input type="checkbox"/>	Barker	James	700643241	AAC&U Written Communication Rubric Spring 2017	AAC&U Written Communication Rubric Spring 2017	Spring 2017	CTE 3060	21689	Competency 1 Spring 2017	Assessment Complete Tews
<input type="checkbox"/>	Boehning	Nathan	700575357	AAC&U Written Communication Rubric Spring 2017	AAC&U Written Communication Rubric Spring 2017	Spring 2017	CTE 3060	21689	Competency 1 Spring 2017	Assessment Complete Tews

Click “Close” to close the window

Show: 100▼ of 27

Close

> Additional Filters

∨ Report Display Options

Include prepared on date stamp:  Yes  
 No

Include prepared by user:  Yes  
 No

For Rubric calculations only (e.g. mean, median, mode, and standard deviation):  Use predefined rubric values  
 Use values manually input by assessor

For Likert Scale and Rubric question types only:  Display criteria together  
 Display criteria separately

To display criteria separately, change the option here

Click "Generate" to generate the report

[Cancel](#)

->Report looks like this.  
->Pie chart is displayed separately for each criteria

Parameters

Analytic Display

Data Display

Click "Share" to mail this report



Share Export

PURPOSE, AUDIENCE, AND CONTEXT

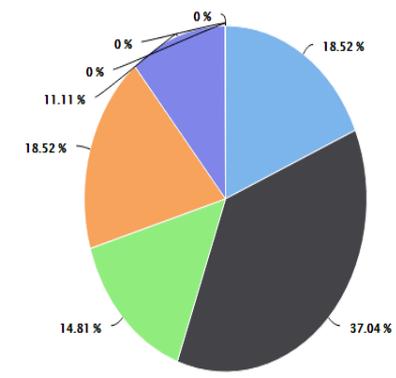
Response	Number of Responses	Percent
4 Advanced	5	18.52%
3 Intermediate - High	10	37.04%
2 Intermediate - Low	4	14.81%
1 Novice	5	18.52%
0 Did not perform this element	3	11.11%
N/A Element not present	0	0%
N/A	0	0%
No Response	0	0%

Total Responses: 27  
 Mean: 2.33  
 Median: 3.00  
 Mode: 3.00  
 Standard Deviation: 1.28

Pie

Purpose, Audience, and Context

- 4 Advanced
- 3 Intermediate - High
- 2 Intermediate - Low
- 1 Novice
- 0 Did not perform this element
- N/A Element not present
- N/A
- No Response



CONTENT DEVELOPMENT

Response	Number of Responses	Percent
4 Advanced	4	14.81%
3 Intermediate - High	6	22.22%
2 Intermediate - Low	8	29.63%

Pie

Content Development

