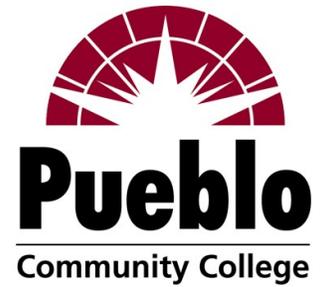




ASSESSMENT NEWS & TIPS



Assessment of Student Learning Newsletter

November/December 2020

Important End-of-Semester Reminders

Expectation

All faculty and instructors are expected to complete **at least one assessment** in at least one class *each semester*—more are encouraged!

Deadline

Student assessment scores must be submitted via eLumen by the grading deadline—that means the Fall 2020 deadline is **MONDAY, DECEMBER 14!**

Resources

Some essential resources to help you wrap up assessment for the semester are listed below, and many more are available on the [Assessment @PCC Blog](#) for even more guides, examples, timelines, past reports—everything you might need!

- [One-Page Guide to Assessment @PCC](#)—purpose, expectations, timeline
- [College-wide Rubrics](#)—built for our core goals, grab-and-go for anyone to use!
- [Online eLumen Basic Training](#)—fully online self-paced training modules
Don't have access to the D2L course? Submit a [Support Request!](#)
- [eLumen "Quick Guide" Checklist](#)—break-down of the 3 simple steps needed!

eLumen FAQs & Troubleshooting Tips

Can't remember how to log in?

Your username is your S number, and your password requires at least one special character. You can reset your password at any time using the "Forgot Password?" link on the login page to have a link sent to your PCC email!

Don't see your classes?

Check that you have the right program selected from the drop-down menu at the top left (next to your name and "Faculty" role).

No rubrics ("no assessment found") in your classes?

Use the "Find Assessment" button to add any of our college-wide, ready-to-use rubrics to your classes!

Find Assessment

Can't open the rubric scorecards?

Click the "Add Activity" link to enter a title and description for the assignment or project you are assessing—only then will the scorecard icons appear!

Not sure your assessment is complete?

Go to the "Courses" tab and look for the green checkmark to verify that all students have been scored completely—don't forget to check "Not Assessed" (N/A) for any who dropped or didn't do the assignment!



PCC Flex Self-Assessment for Students

If you are currently teaching a PCC Flex class, you are **strongly encouraged** to consider conducting the new student self-assessment specifically designed to assess student learning in the hybrid/flex format!

This is a **ready-made** assessment tool that can be **easily administered** in conjunction with your regular assessment projects, and it will provide us with meaningful data on the hybrid/flex learning experience.

Check out the **PCC Flex Self-Assessment master course in D2L** for details on how to copy the form into your own classes, download the anonymous student responses, and enter the results into eLumen!

Confessions of an Assessment Committee Chair

2020 has either been a year to remember or a year to forget. In this case, I forgot. While loading my rubrics for Fall, I was horrified to discover that I had forgotten to enter my scores into eLumen back in the Spring semester. Not surprising, I suppose, considering everything that has transpired since March 13, but as the chair of the Assessment Committee, it was embarrassing. There is good news in this story! It's not too late for me to enter the Spring 2020 scores before the reports are run for the 2020 calendar year. **If you, like me, forgot to enter your Spring 2020 scores into eLumen, it's not too late!**

Before you close out of eLumen after entering your Fall scores by 5:00 p.m. on December 14, make sure that you've entered Spring as well. If you have, great! And if not, please take a few minutes to finish those up; your Assessment Committee and Director of Assessment thank you!

Enjoy your Winter break!

~Brad Bowers

Contact Information

We are here to support YOU!!!

[PCCassessment.com](https://pccassessment.com)

eLumenSupport@pueblocc.edu

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### Assessment Leadership

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