

Quick Guide to the Four-column Matrix in IE Reports

Expected Outcomes (Column 1)	Assessment Procedures / Criteria (Column 2)		Assessment Results (Column 3)	Use of Results (Column 4)
<p>What do you want students to know, think, or do when they have completed the program? <i>(Make sure you have at least three outcomes)</i></p>	<p>What measurement activity will demonstrate that students or the unit have accomplished the outcome?</p>	<p>What overall level of performance do you wish to set? <i>(Make sure to have at least two types of assessment)</i></p>	<p>What were the results? Was performance up to the level you set? Give results.</p>	<p>What improvements were made over the past year or several years, particularly those that resulted from the assessment process? What accomplishments were achieved? or state "No action necessary."</p>
<p>Future Verb Tense</p>	<p>Future Verb Tense</p>	<p>Future Verb Tense</p>	<p>Past Verb Tense</p>	<p>Past or Present Verb Tense</p>
<p>Columns 1 and 2 are entered into TracDat through the menu Assessment Unit Plan > IE Unit Plan</p>			<p>Columns 3 and 4 are entered into TracDat through Assessment Unit Plan > IE Results</p>	