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|  | **TEMPLATE** for Completing Annual Assessment Reports:**ASSESSMENT YEAR 2** |  |  |

April 2024

This editable document is intended to provide a convenient template to enter required Annual Assessment Report information as it is gathered throughout preparation and is supplemental to Annual Assessment Report Guidelines & Examples. Please note you will *not* be uploading this template into the online platform at the time of Annual Assessment Report submission. Instead, you will enter the data from this template into the platform. Examples of Learning Assessment Techniques (LATs) can be found [here](https://www.ift.org/-/media/community/pdfs/educators-herb/learningassessmenttechniqueslat_ift_herb.pdf).



**Assessment Year 2 TEMPLATE: *Standard 3, Essential Learning Outcome (ELO) 1, LAT 1***

|  |  |
| --- | --- |
| What to Include | Your Data |
| Standard |  |
| ELO assessed  |  |
| Course ELO was assessed in |  |
| Period ELO was assessed |  |
| Name of LAT 1 |  |
| Description of LAT 1  |  |
| Description of how LAT 1 was implemented with students  |  |
| Description of the tool(s) used for LAT 1 analysis |  |
| Key Findings for LAT 1 |  |
| Description of how student performance for LAT 1 related to expectations for Standard 3 ELO 1 |  |

**Assessment Year 2 TEMPLATE: *Standard 3, Essential Learning Outcome (ELO) 1, LAT 2***

|  |  |
| --- | --- |
| What to Include | Your Data |
| Name of LAT 2 |  |
| Description of LAT 2 |  |
| Description of how LAT 2 was implemented with students  |  |
| Description of the tool(s) used for LAT 2 analysis |  |
| Key Findings for LAT 2 |  |
| Description of how student performance for LAT 2 related to expectations for Standard 3 ELO 1 |  |

**Assessment Year 2 TEMPLATE: *Standard 3, Essential Learning Outcome (ELO) 2, LAT 1***

|  |  |
| --- | --- |
| What to Include | Your Data |
| Standard |  |
| ELO assessed  |  |
| Course ELO was assessed in |  |
| Period ELO was assessed |  |
| Name of LAT 1 |  |
| Description of LAT 1  |  |
| Description of how LAT 1 was implemented with students  |  |
| Description of the tool(s) used for LAT 1analysis |  |
| Key Findings for LAT 1 |  |
| Description of how student performance for LAT 1 related to expectations for Standard 3 ELO 2 |  |

**Assessment Year 2 TEMPLATE: *Standard 3, Essential Learning Outcome (ELO) 2, LAT 2***

|  |  |
| --- | --- |
| What to Include | Your Data |
| Name of LAT 2 |  |
| Description of LAT 2 |  |
| Description of how LAT 2 was implemented with students  |  |
| Description of the tool(s) used for LAT 2 analysis |  |
| Key Findings for LAT 2 |  |
| Description of how student performance for LAT 2 related to expectations for Standard 3 ELO 2 |  |

**Assessment Year 2 TEMPLATE: *Standard 3, Essential Learning Outcome (ELO) 3, LAT 1***

|  |  |
| --- | --- |
| What to Include | Your Data |
| Standard |  |
| ELO assessed  |  |
| Course ELO was assessed in |  |
| Period ELO was assessed |  |
| Name of LAT 1 |  |
| Description of LAT 1  |  |
| Description of how LAT 1 was implemented with students  |  |
| Description of the tool(s) used for LAT 1analysis |  |
| Key Findings for LAT 1 |  |
| Description of how student performance for LAT 1 related to expectations for Standard 3 ELO 3 |  |

**Assessment Year 2 TEMPLATE: *Standard 3, Essential Learning Outcome (ELO) 3, LAT 2***

|  |  |
| --- | --- |
| What to Include | Your Data |
| Name of LAT 2 |  |
| Description of LAT 2 |  |
| Description of how LAT 2 was implemented with students  |  |
| Description of the tool(s) used for LAT 2 analysis |  |
| Key Findings for LAT 2 |  |
| Description of how student performance for LAT 2 related to expectations for Standard 3 ELO 3 |  |
| What could you do differently next year to further improve student performance on this standard? |  |

**Assessment Year 2 TEMPLATE: *Standard 4, Essential Learning Outcome (ELO) 1, LAT 1***

|  |  |
| --- | --- |
| What to Include | Your Data |
| Standard |  |
| ELO assessed  |  |
| Course ELO was assessed in |  |
| Period ELO was assessed |  |
| Name of LAT 1 |  |
| Description of LAT 1  |  |
| Description of how LAT 1 was implemented with students  |  |
| Description of the tool(s) used for LAT 1 analysis |  |
| Key Findings for LAT 1 |  |
| Description of how student performance for LAT 1 related to expectations for Standard 4 ELO 1 |  |

**Assessment Year 2 TEMPLATE: *Standard 4, Essential Learning Outcome (ELO) 1, LAT 2***

|  |  |
| --- | --- |
| What to Include | Your Data |
| Name of LAT 2 |  |
| Description of LAT 2 |  |
| Description of how LAT 2 was implemented with students  |  |
| Description of the tool(s) used for LAT 2 analysis |  |
| Key Findings for LAT 2 |  |
| Description of how student performance for LAT 2 related to expectations for Standard 4 ELO 1 |  |

**Assessment Year 2 TEMPLATE: *Standard 4, Essential Learning Outcome (ELO) 2, LAT 1***

|  |  |
| --- | --- |
| What to Include | Your Data |
| Standard |  |
| ELO assessed  |  |
| Course ELO was assessed in |  |
| Period ELO was assessed |  |
| Name of LAT 1 |  |
| Description of LAT 1  |  |
| Description of how LAT 1 was implemented with students  |  |
| Description of the tool(s) used for LAT 1 analysis |  |
| Key Findings for LAT 1 |  |
| Description of how student performance for LAT 1 related to expectations for Standard 4 ELO 2 |  |

**Assessment Year 2 TEMPLATE: *Standard 4, Essential Learning Outcome (ELO) 2, LAT 2***

|  |  |
| --- | --- |
| What to Include | Your Data |
| Name of LAT 2 |  |
| Description of LAT 2 |  |
| Description of how LAT 2 was implemented with students  |  |
| Description of the tool(s) used for LAT 2 analysis |  |
| Key Findings for LAT 2 |  |
| Description of how student performance for LAT 2 related to expectations for Standard 4 ELO 2 |  |

**Assessment Year 2 TEMPLATE: *Standard 4, Essential Learning Outcome (ELO) 3, LAT 1***

|  |  |
| --- | --- |
| What to Include | Your Data |
| Standard |  |
| ELO assessed  |  |
| Course ELO was assessed in |  |
| Period ELO was assessed |  |
| Name of LAT 1 |  |
| Description of LAT 1  |  |
| Description of how LAT 1 was implemented with students  |  |
| Description of the tool(s) used for LAT 1 analysis |  |
| Key Findings for LAT 1 |  |
| Description of how student performance for LAT 1 related to expectations for Standard 4 ELO 3 |  |

**Assessment Year 2 TEMPLATE: *Standard 4, Essential Learning Outcome (ELO) 3, LAT 2***

|  |  |
| --- | --- |
| What to Include | Your Data |
| Name of LAT 2 |  |
| Description of LAT 2 |  |
| Description of how LAT 2 was implemented with students  |  |
| Description of the tool(s) used for LAT 2 analysis |  |
| Key Findings for LAT 2 |  |
| Description of how student performance for LAT 2 related to expectations for Standard 4 ELO 3 |  |
| What could you do differently next year to further improve student performance on this standard? |  |