

Assessment Project

Select a program, service, or initiative that you want to assess. Complete the items below.

1. Describe the mission and goals of the program, service or initiative.
2. What are the outcomes (learning or program) for the program, service or initiative.
3. Which outcome will you be assessing? Is it a Program or Learning Outcome?
4. Why are you assessing it? What are the issues at hand?

5. Write a 1 – 2 sentence purpose statement for the assessment.

6. Who will be assessed?

7. What is the preferred assessment method(s)? Why?

8. How will you collect your data?

9. What instrument will you use?

10. What is your timeline and who is responsible for various aspects?

11. What is your data analysis plan? How will data be analyzed? Who will do it?

12. What are the politics and ethics associated with this project? How will you ensure that your assessment project is culturally responsive?

13. How will you report your results? To whom?

14. How do you intend to use the data for improvement and change?