

# Assessment 101

## Program Assessment

- Start by [finding your plan](#)
- Plans don't expire.
- If a plan no longer works for your program, revise it.
- New programs require new plans. Your program won't be approved without one.
- Make sure you use [the right form](#).
- There are two types of plans
  - Standard Plans
  - External Accreditation Maps
- There are two types of reports
  - Standard Reports
  - Program Assessment Reports with Integrated Capstone Assessment
- If You're Overdue:
  - Review Your Plan.
  - Choose 1:
    - Submit New Plan
    - Implement Existing Plan (and submit report)

## Gen Ed Assessment

- Use the plan submitted by the department when the course was approved as a general education course.
- Plans don't expire.
- Assessment activities in the course should match what is in the plan.
- If a plan no longer works for a course, revise it and submit with assessment report per [assessment schedule](#).
- Gen Ed courses assess using [GESLOs](#) or one of the [ULOs](#).
- Make sure to use the correct [Assessment Report Template](#). There are two report templates:
  - GESLO Assessment Report Template
  - Integrated Program and Gen Ed Capstone Report Template.
- If You're Overdue, use the contact information for Gen Ed Assessment listed below.

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## General Tips

- The most important thing to remember is that our office is here to help you navigate the assessment process.
- We will always answer any question you have. Send us emails!

### Contact:

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