Objectives

1. Provide an overview of the Improve, formerly known as TracDat, system and its key features

2. Demonstrate how to use Improve to document student learning outcomes assessment and produce reports

How do we know that students learned what we want them to learn?
Overview of Improve

- Improve is a document management system designed to facilitate reporting of learning outcomes assessment information at the academic program level.
Overview of Improve

✓ Aligns with OSU’s assessment process
✓ Allows programs to track changes over time
✓ Provides a document repository
✓ Has robust reporting capabilities

Key Features of Improve

<table>
<thead>
<tr>
<th>Custom Roles</th>
<th>Read Only</th>
<th>Assessment Unit Manager</th>
<th>OSU Improve Administrator</th>
</tr>
</thead>
<tbody>
<tr>
<td>View Information</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Edit Information</td>
<td></td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>Run Reports</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Assign/Manage Users</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Configure the System</td>
<td></td>
<td></td>
<td>x</td>
</tr>
</tbody>
</table>

How to access Improve

- https://osu.tracdat.com
- buckeyelink:
  Under Teaching on the Faculty/Staff page
- OAA Assessment site
  http://oaa.osu.edu/current-assessment-activities.html
Key Features of Improve: Home Screen

Overview of the plan and report

Navigation Menu

Key Features of Improve: Help Text

? Provides general system help (Nuventive)

i Provides page-specific help (OSU Improve Administrators)

? Provides field-specific help (OSU Improve Administrators)
Key Features of Improve

- Filter – use this tool to adjust what information is visible on the page
- Activity Log – use this tool to view what changes have been made to your program’s assessment plans and reports

Key Features of Improve: Editing Tools*

- Add an element of the assessment plan or report
  - Edit
  - Copy
  - Delete (please use caution when using this tool)

*The editing tools will not appear in the Read-Only role.

Elements of an Assessment Plan

- Goals (optional)
- Outcomes
- Assessment Methods
Entering or Editing: The Assessment Plan

• Located on the Plan page (under Unit Planning)

• Use the Editing Tools to add new or edit existing information

• Remember to Save your changes

Elements of an Assessment Report

• Results, Dissemination, and Interpretation

• Use and Action

• Follow-up

Entering or Editing: The Assessment Report

• Located on the Results, Dissemination, and Interpretation page (under Unit Planning)

• Use the Editing Tools to add new or edit existing information

• Remember to Save your changes
Document Repository

- Each program has access to a Document Repository where you can upload relevant items.

- These documents can be related to Assessment Methods or Results, Disseminations, and Interpretations.

Entering or Editing: General Information

- Located on the General Information page (under Assessment Unit)

- Use the Editing Tools to add new or edit existing information

- Remember to Save your changes

Types of Reports

- Four-Column Report

- Plan Report

- Assessment Planning Report

* Reports are available in PDF, HTML, and Word
Running Reports

- Located on the Standard Reports page (under Reports)
- Use the Filters and Options to select the information to pull from the system
- Click Open Report

Thank You!

For more information, please contact:
Sheila Craft-Morgan (craft-morgan.1@osu.edu)
Warren Flood (flood.13@osu.edu)

Augmenting Your Skills (Refresher)
Objectives

1. Review the Improve system and its key features
2. Provide hands-on training for users
3. Provide time for questions and answers

Thank You!
For more information, please contact:
Sheila Craft-Morgan (craft-morgan.1@osu.edu)
Warren Flood (flood.13@osu.edu)