# eLumen Assessment Basics

A visual guide to using eLumen for course assessment

# Table of contents (clickable)

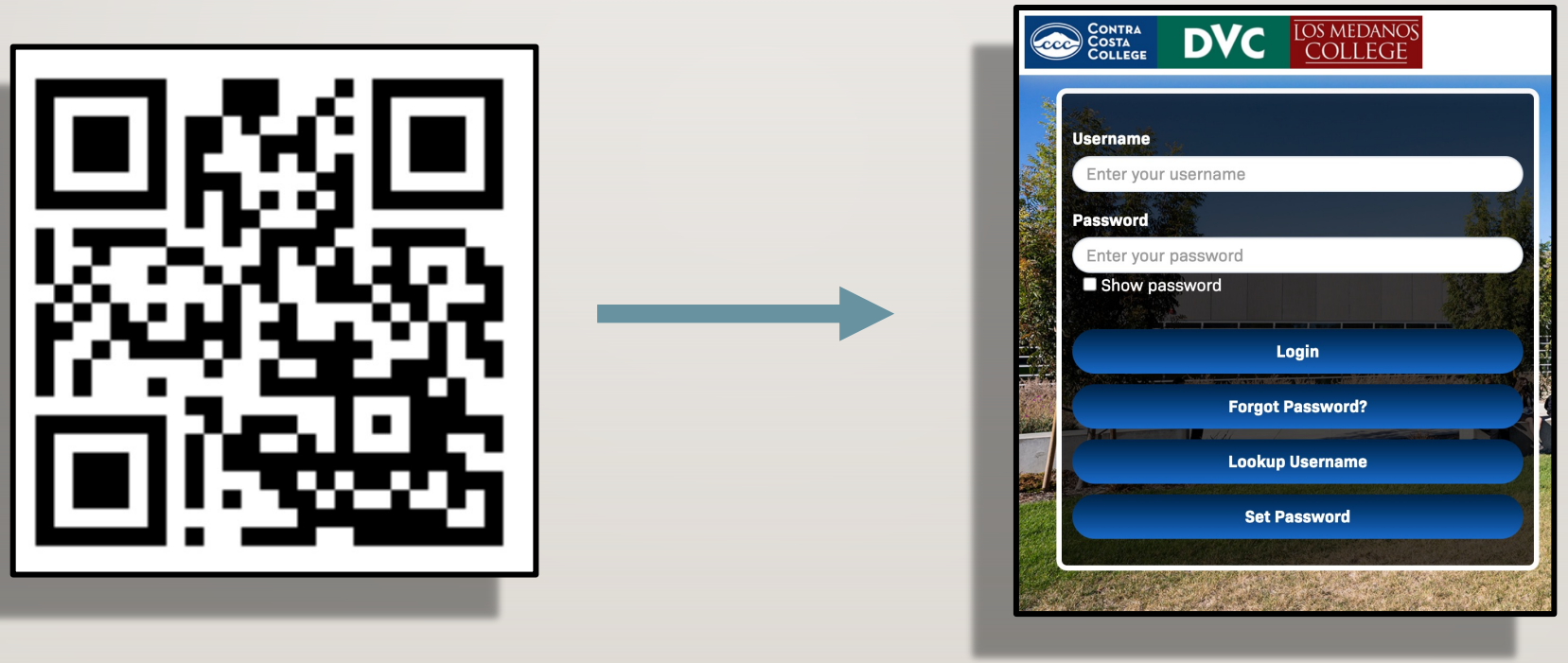
# PURPOSE OF ASSESSMENT

The primary aim of assessment is to gauge the efficacy of a course in fostering specific learning goals, with the goal of gaining insight into and enhancing student learning.

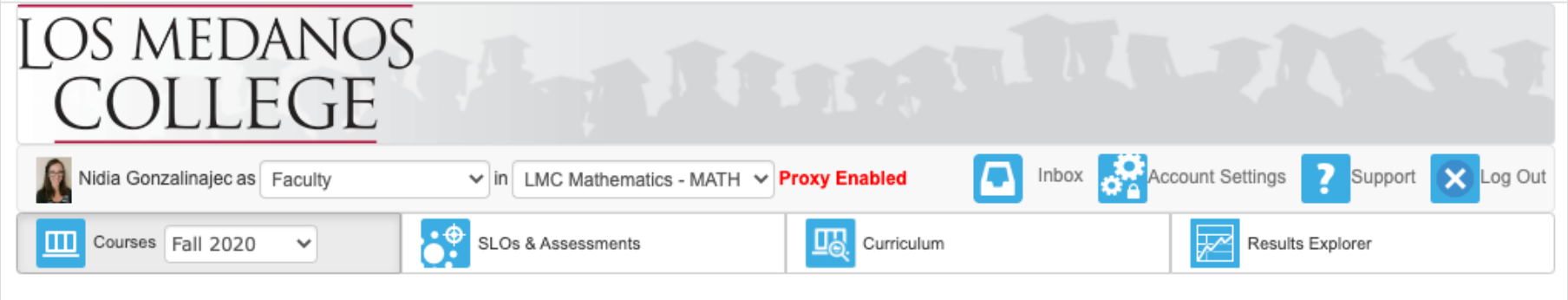
# CREATING YOUR FIRST ASSESSMENT

# Your First Assessment: Signing into eLumen

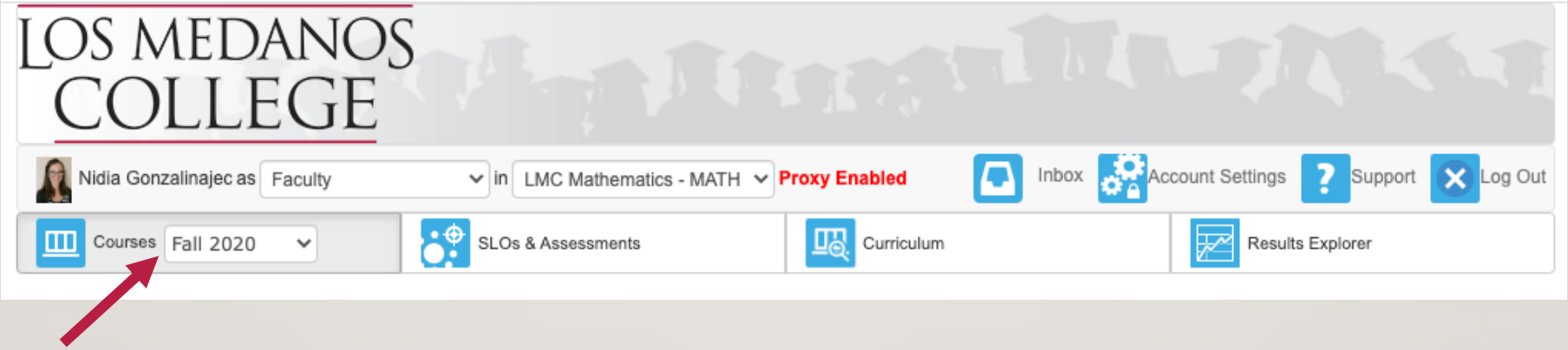
https://lmc.elumenapp.com/



# Your First Assessment: Faculty view



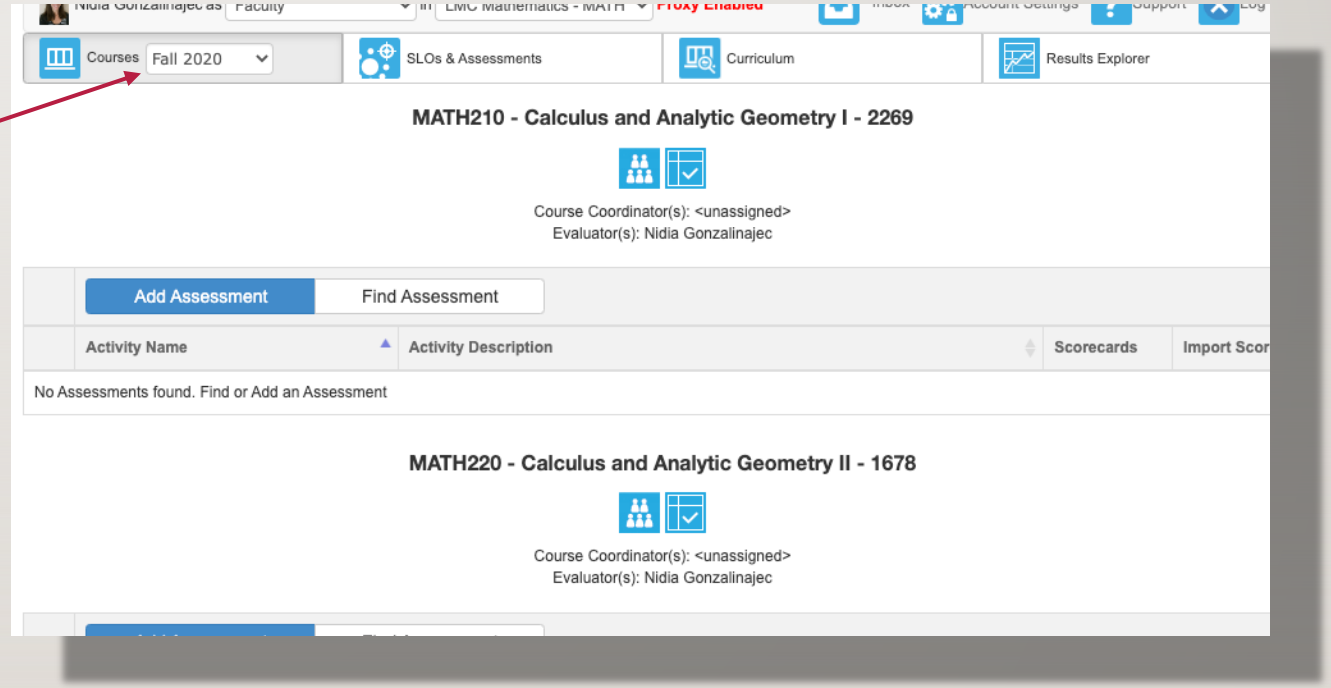
# Your First Assessment: Faculty view




Select the appropriate semester from the dropdown list.

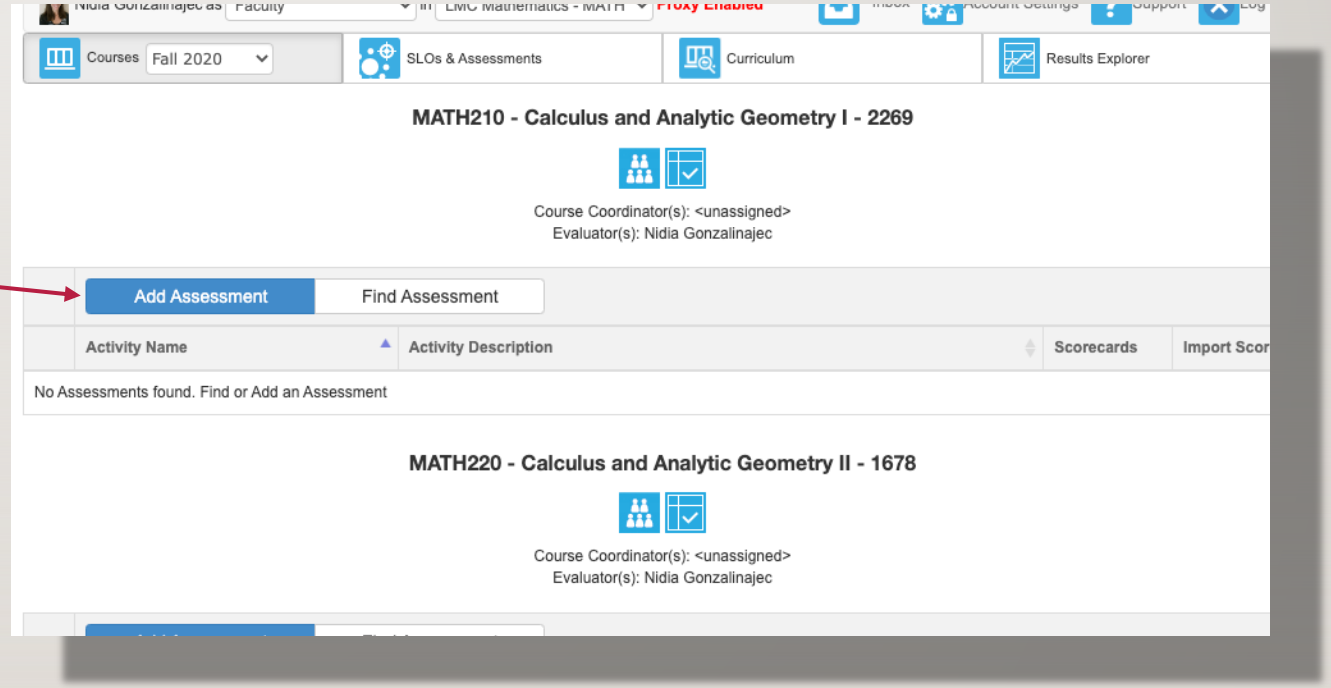
# Your First Assessment: Faculty view

The courses you taught that semester will now be visible.



# Your First Assessment: Faculty view

Click on "Add Assessment" under the appropriate course.



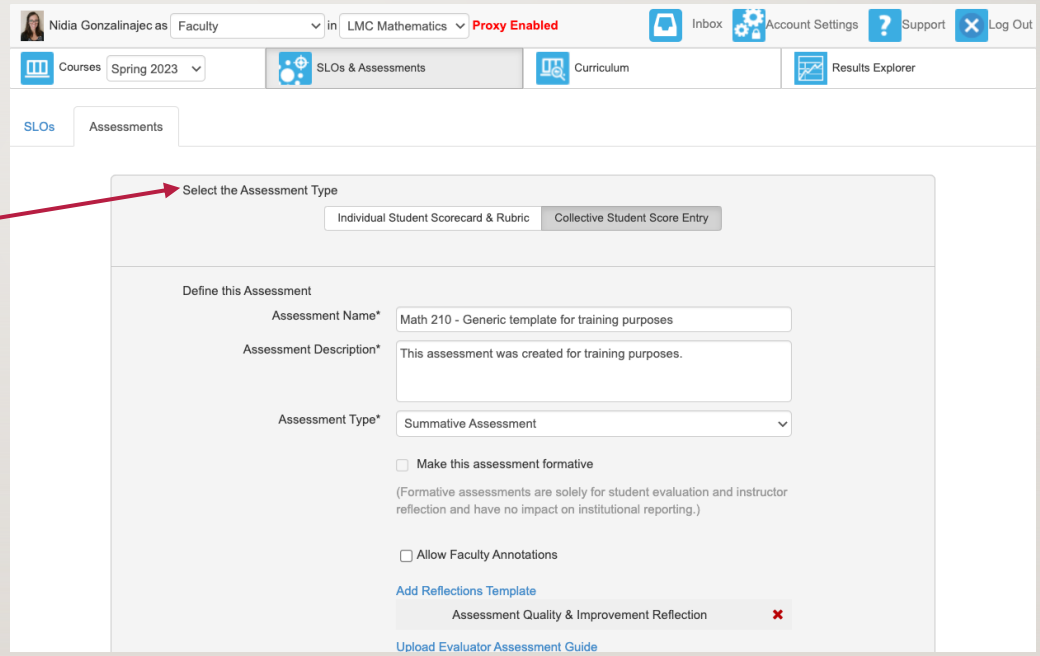
# ASSESSMENT OPTIONS

# Assessment Options

- Individual Student Scorecard & Rubric vs Collective Student Score Entry

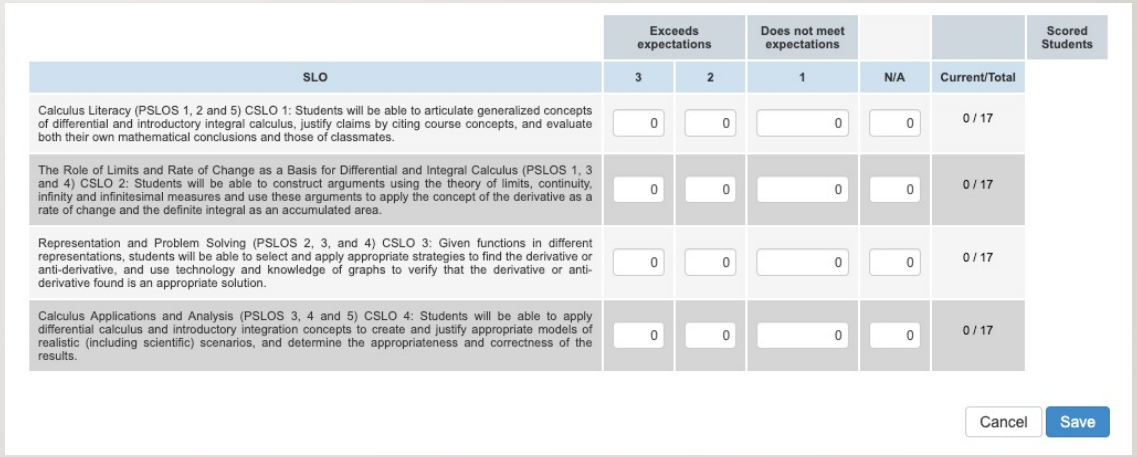
The first decision you need to make is the Assessment Type (1).

(This first "Assessment Type" will impact the data entry process. The second is in a later slide.)



# Assessment Options

- Individual Student Scorecard & Rubric vs Collective Student Score Entry


Pros
- More detailed
- Allows for individualized comments

Cons
- No anonymization
- A lot more work per assessment

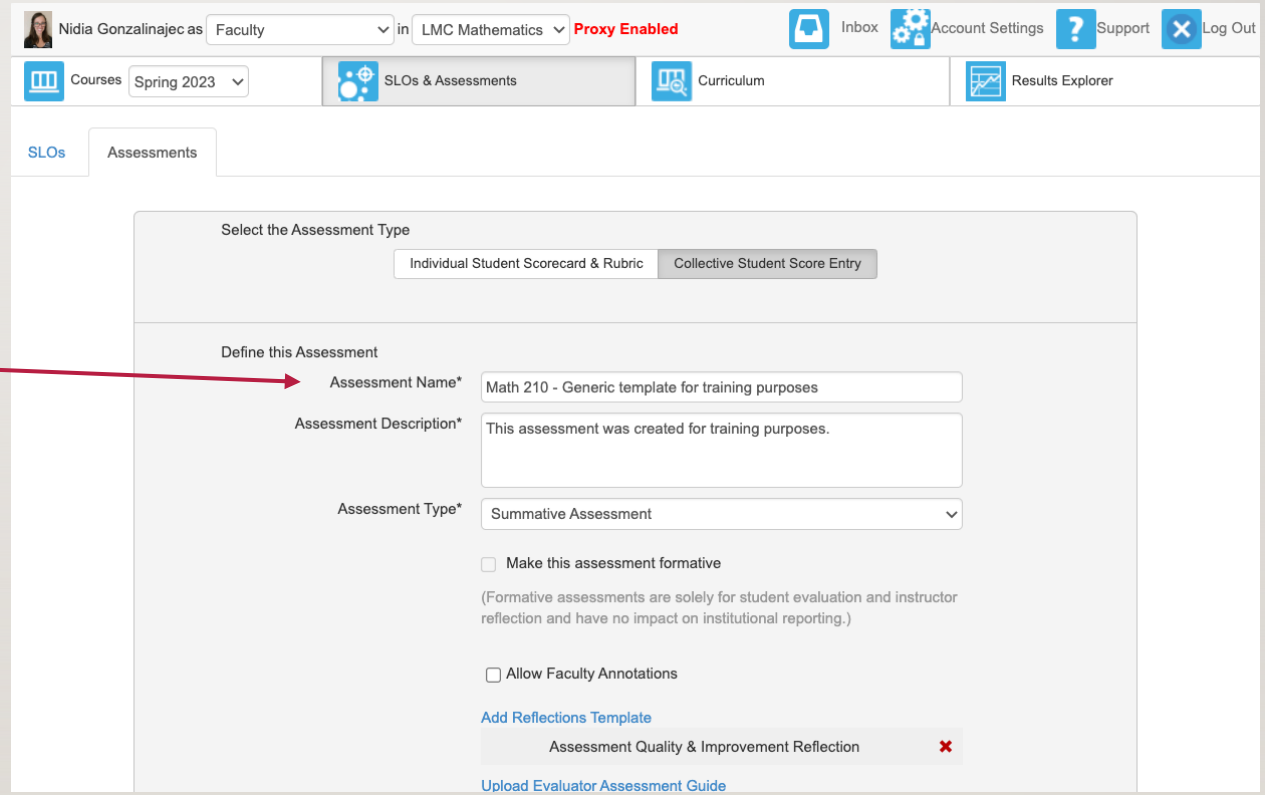
Pros
- Anonymization possible
- Quicker data entry

Cons
- Less detailed
- No individualized comments

# Assessment Options

- Assessment name and description

Next, you will need to come up with a name and description for this assessment.

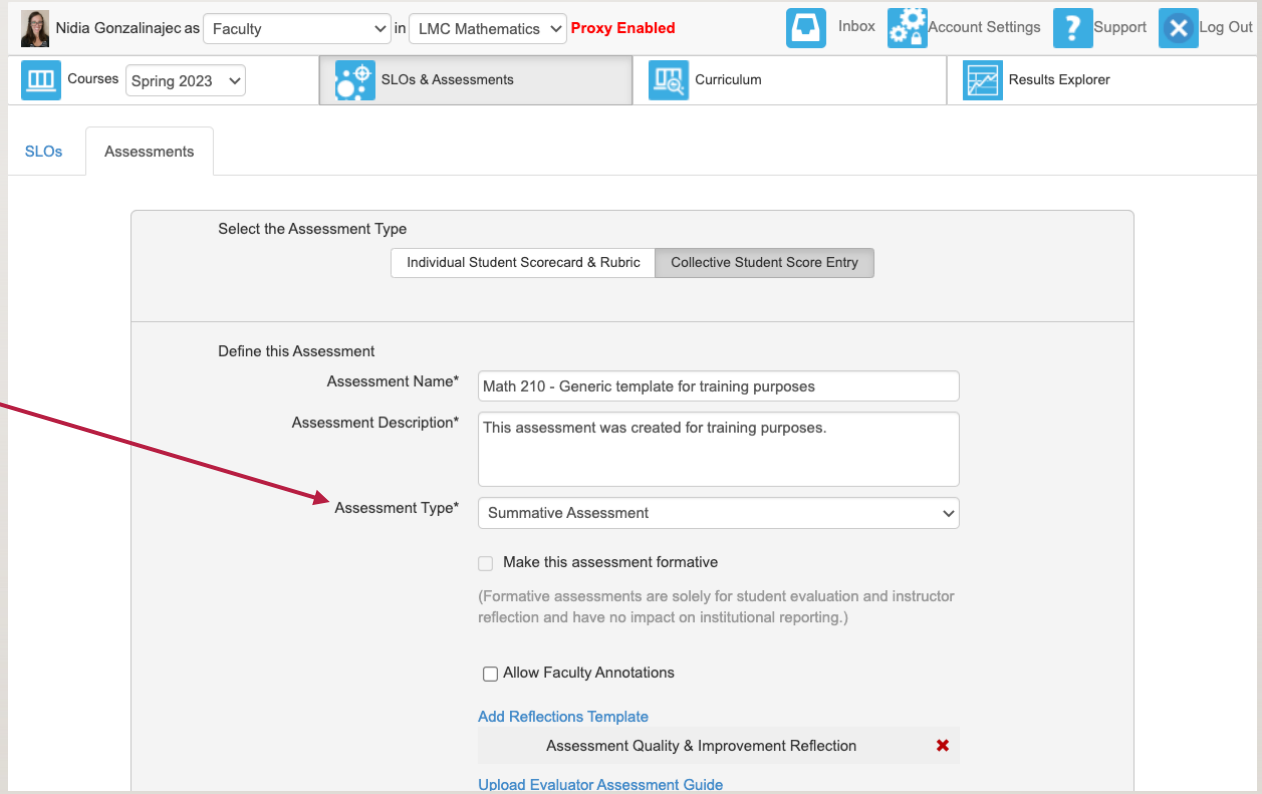


# Assessment Options

- Assessment type (2): Please use ***Summative***

The second "Assessment Type" option is here.

This impacts institutional reporting.

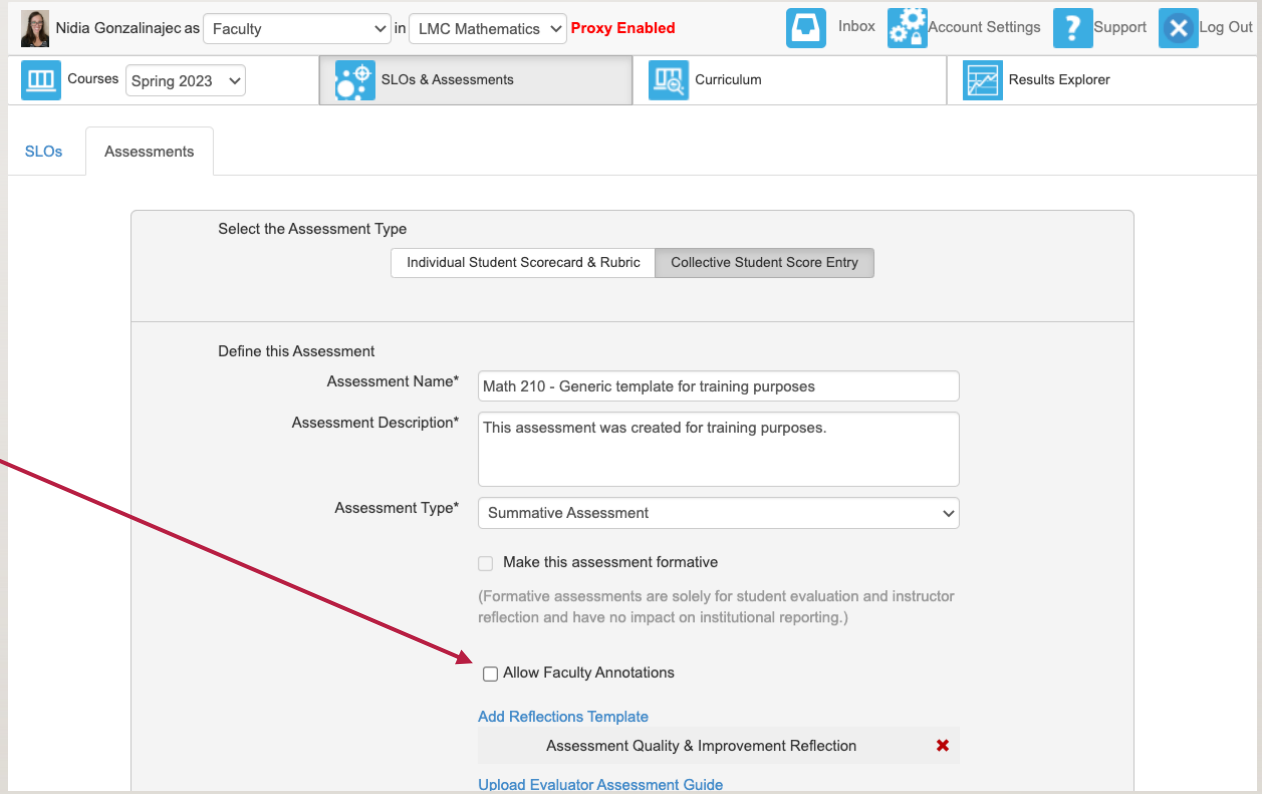


# Assessment Options

- The check box labeled, "Allow Faculty Annotations," is optional

  Checking this box will faculty to annotate assessments and SLOs for revision, student performance, or other significant purposes, on a rubric inside eLumen for future reference.

  This is not required.



# Assessment Options

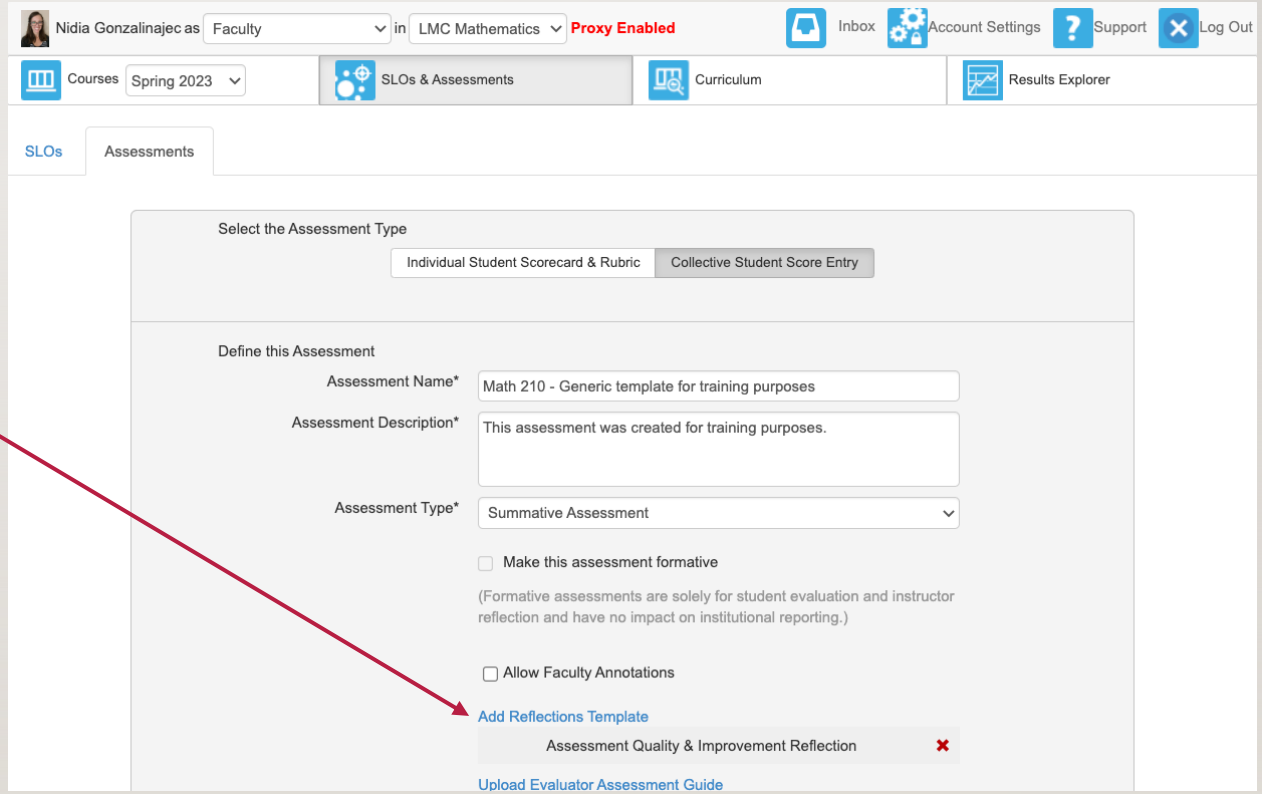
- Do not modify the Reflections Template.

The default Reflection Template is called:

"Assessment Quality & Improvement Reflection"

Please do not modify it. There are three standard questions (two are based on the previous assessment template).

There are three blanks for discipline specific reflections. (More on that soon!)



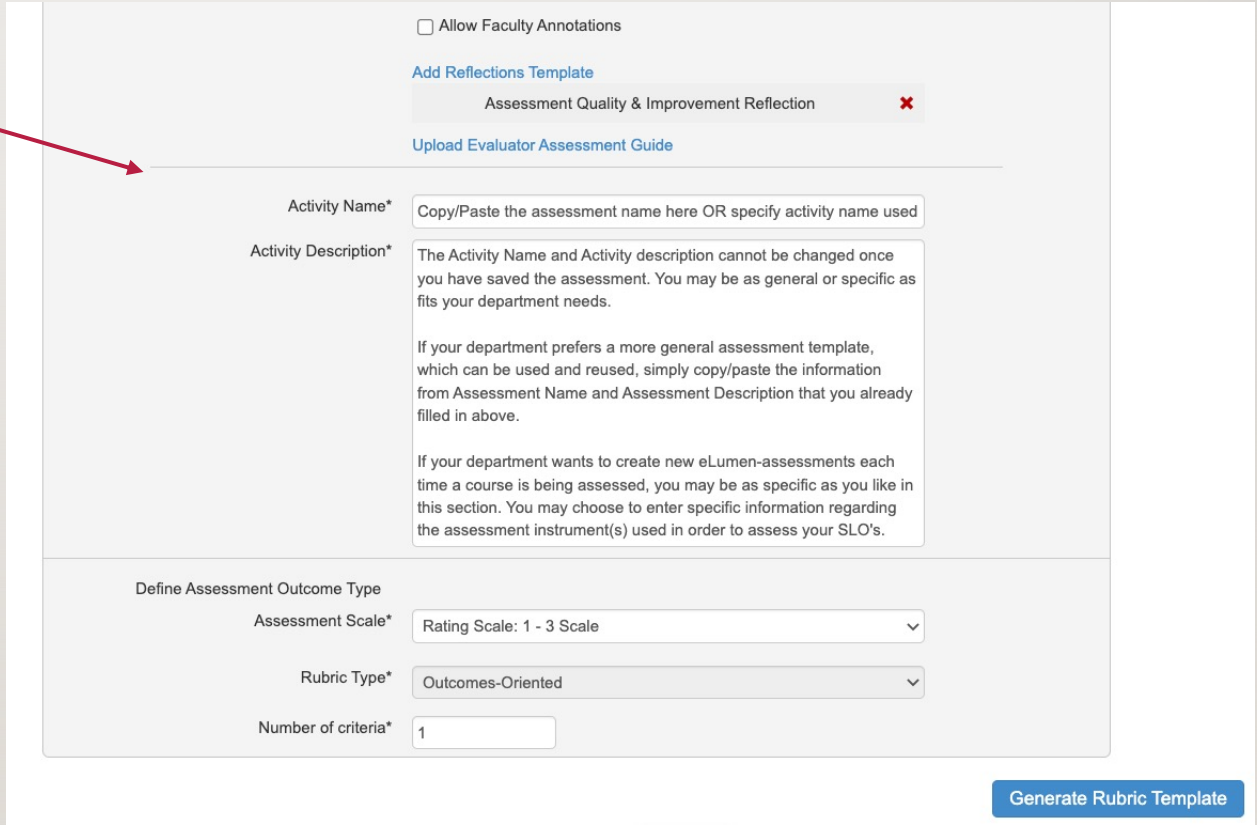
# Assessment Options

- The Activity Name and Description are required

The **Activity Name** and **Activity Description** **cannot be changed** once you have saved the assessment. You may be as general or specific as fits your department needs.

If your department prefers a more general assessment template, which can be used and reused, simply copy/paste the information from Assessment Name and Assessment Description that you already filled in above.

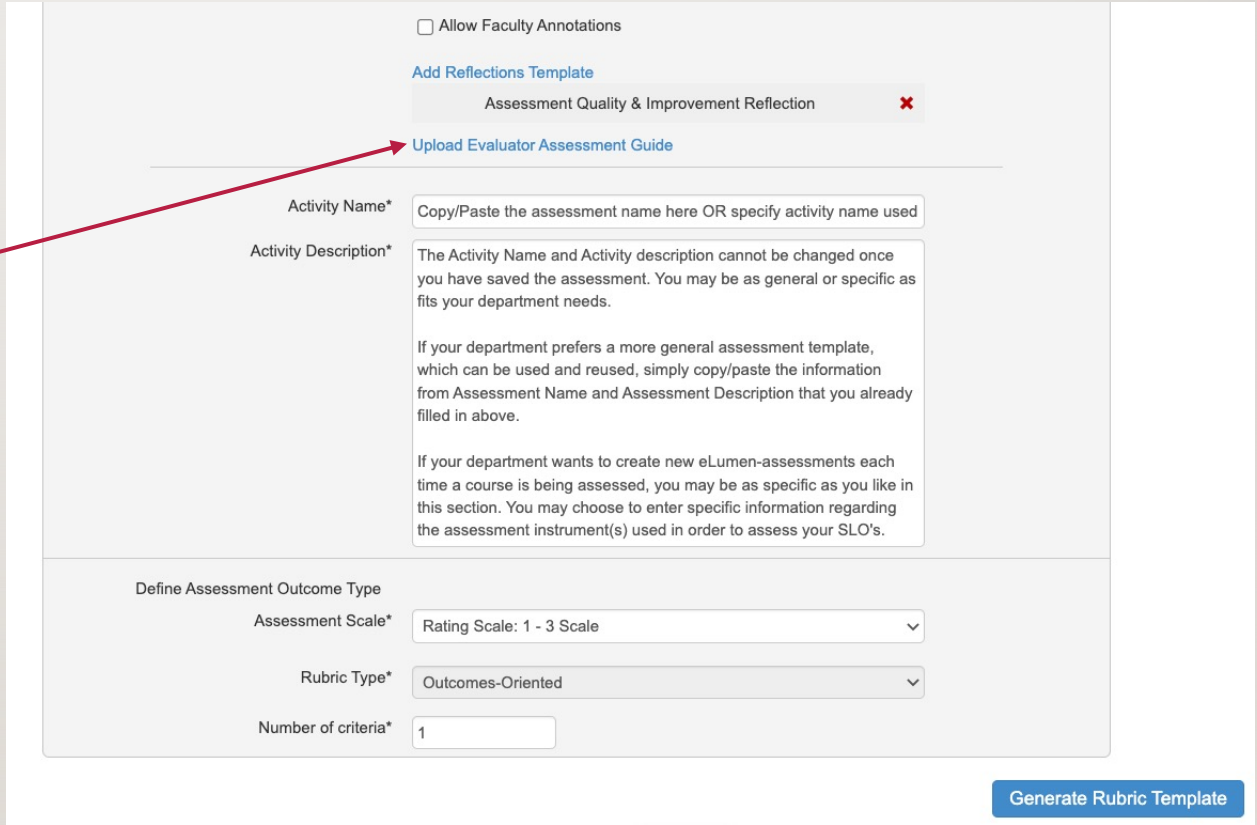
If your department wants to create new eLumen-assessments each time a course is being assessed, you may be as specific as you like in this section. You may choose to enter specific information regarding the assessment instrument(s) used in order to assess your SLO's.



# Assessment Options

- Evaluator Assessment Guide

The assessment guide will appear on the faculty scorecard and rubric for this assessment. Select Upload Evaluator Assessment Guide to add an assessment guide to the assessment.

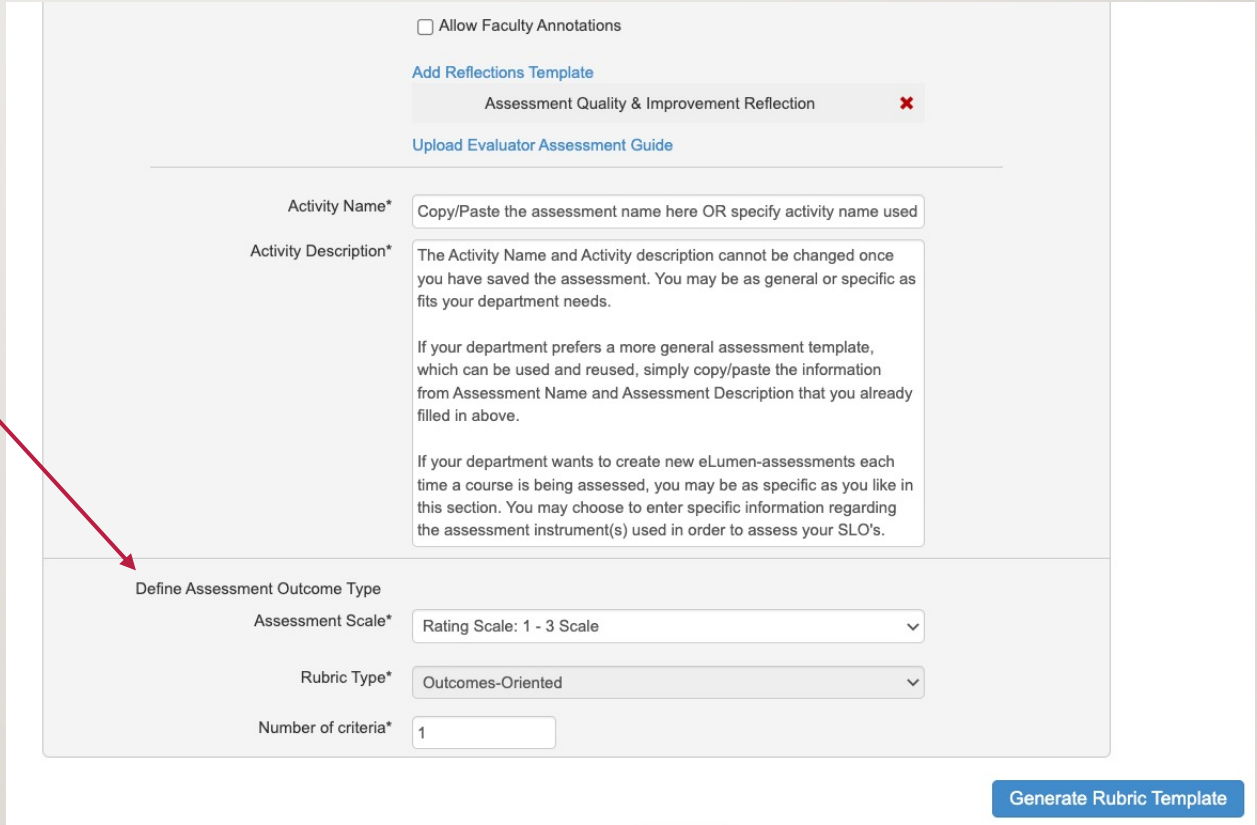


# Assessment Options

- Define Assessment Outcome Type

This is where you create rubric used for data entry.

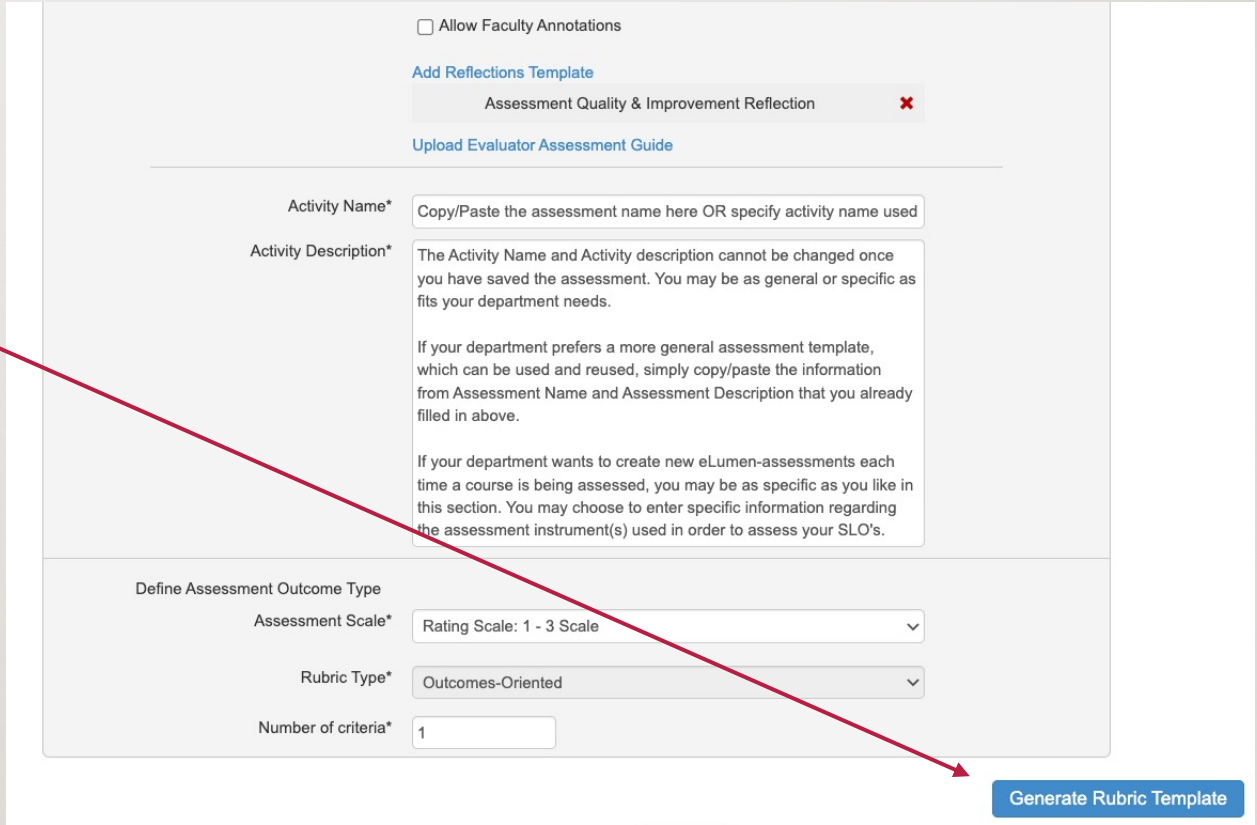
Assessment Scale options
- 1 to 3 scale
- 1 to 4 scale
- 1 to 5 scale
- Meets / Does not meet option
- Each includes an N/A box (in case some student(s) missed the corresponding activity or class)



# Assessment Options

- Define Assessment Outcome Type

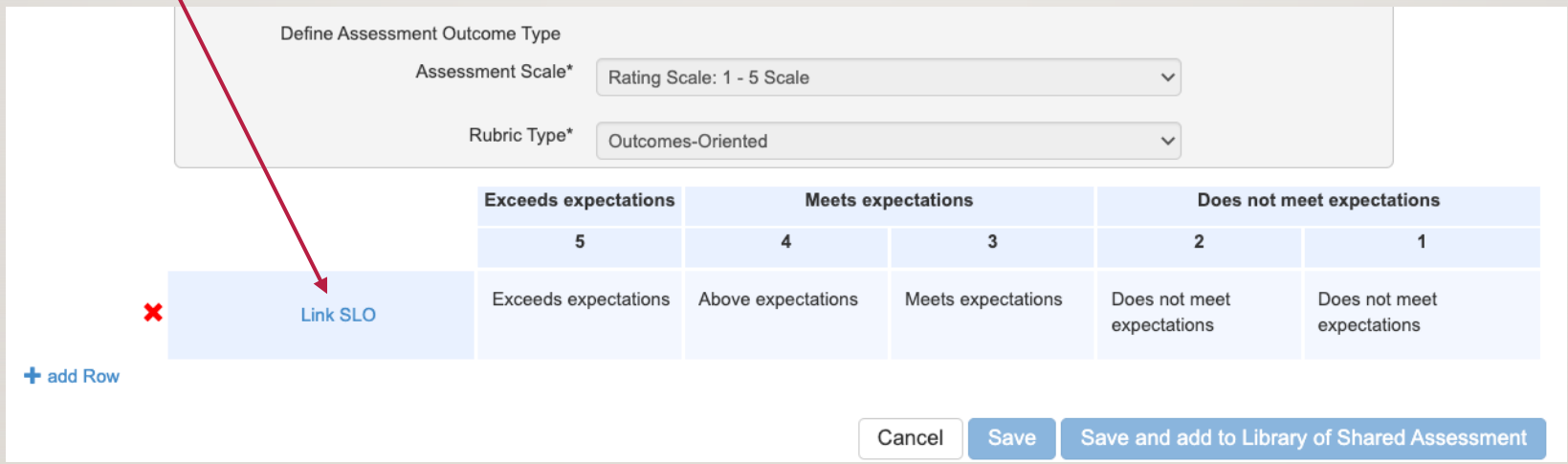
Click "Generate Rubric Template" when you have made your selection



# Assessment Options

- Linking SLO's

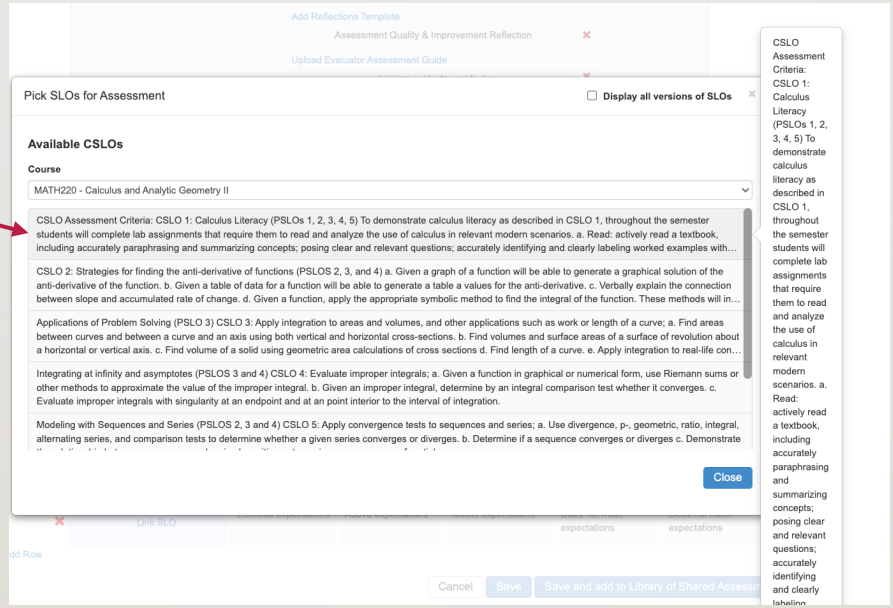
Click the "Link SLO" link to find your courses' SLO's.



# Assessment Options

- Linking SLO's

Select the first SLO listed



# Assessment Options

- Linking SLO's

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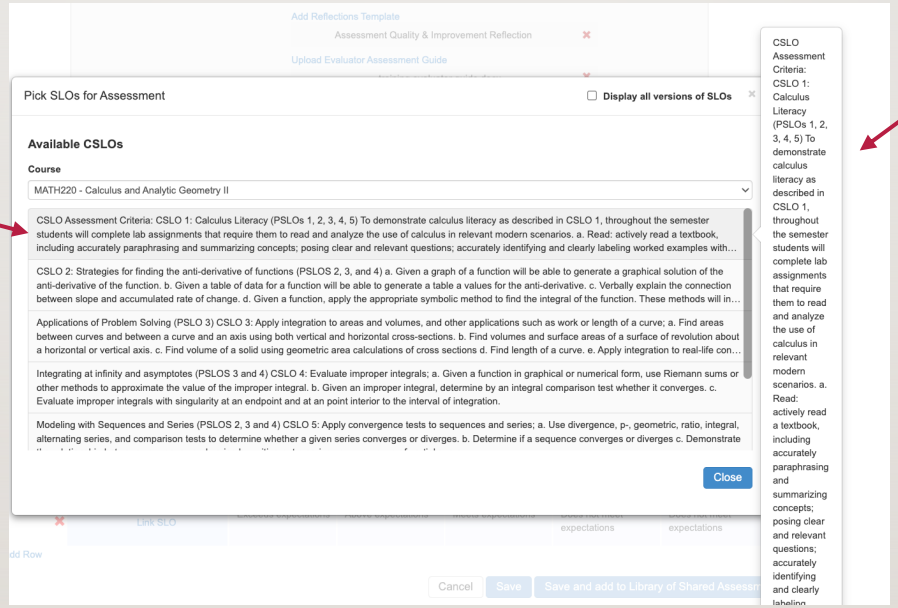
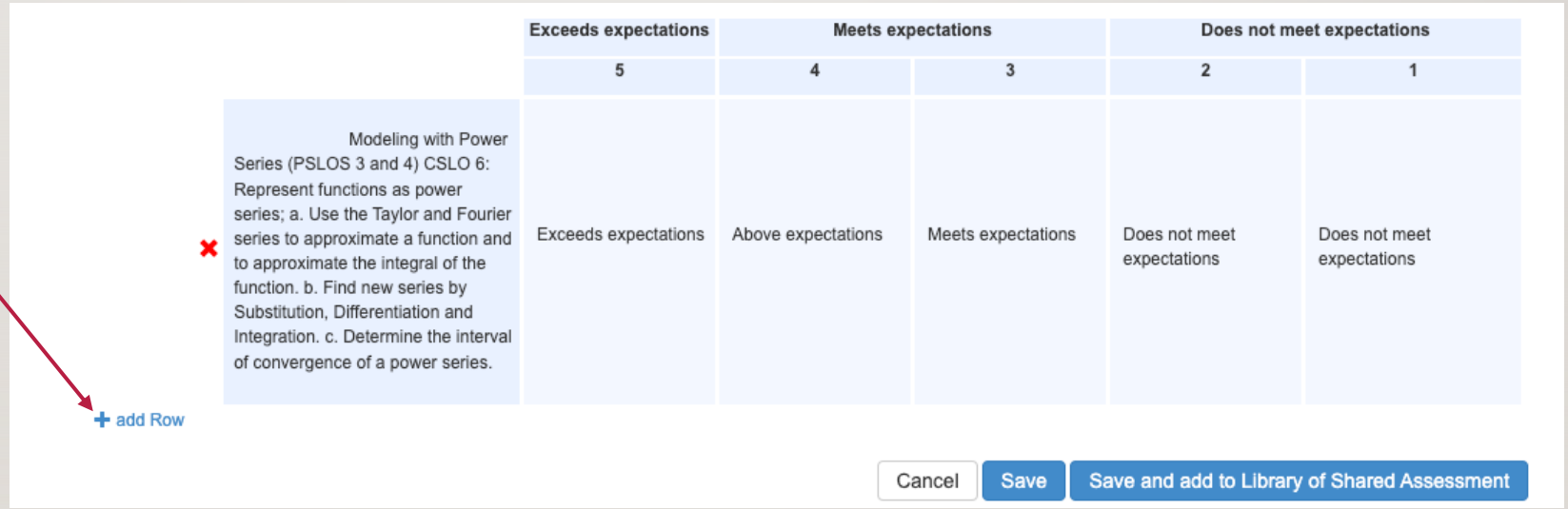



The corresponding text will show in this hovering box as you mouse over.

# Assessment Options

- Linking SLO's

Repeat. Please link all SLOs available for each course you assess.



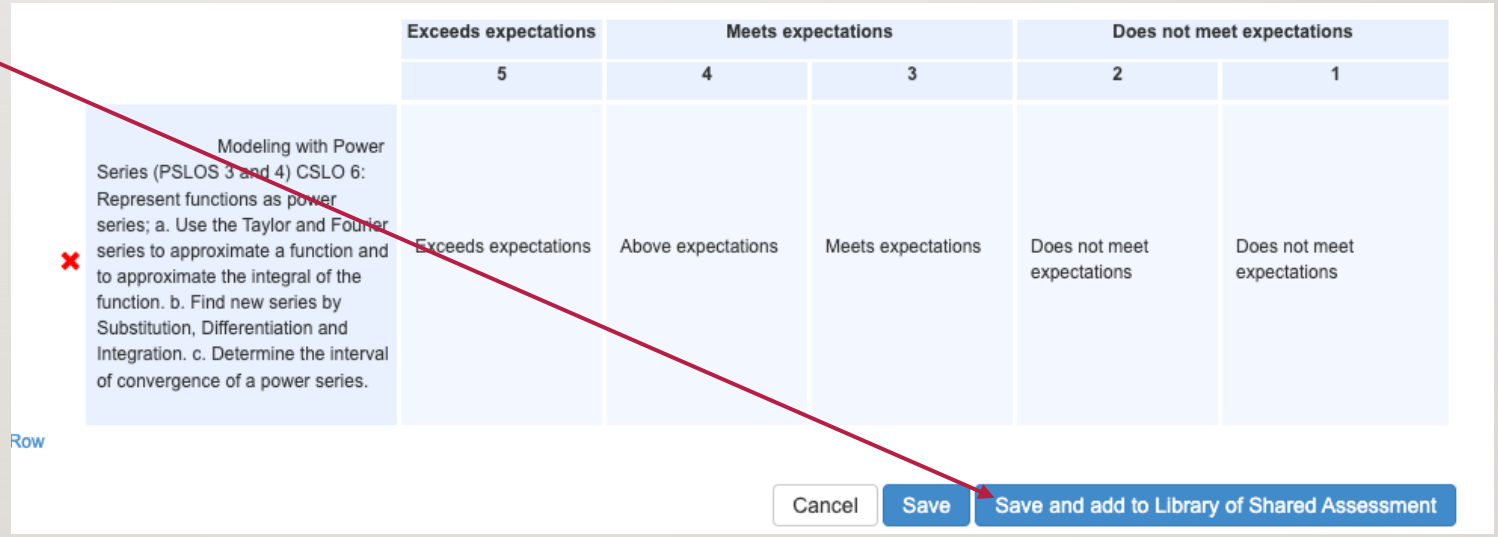
| | Exceeds expectations | Meets expectations | | Does not meet expectations | |
|---|---|---|---|---|---|
| | 5 | 4 | 3 | 2 | 1 |
| Modeling with Power Series (PSLOS 3 and 4) CSLO 6: Represent functions as power series; a. Use the Taylor and Fourier series to approximate a function and to approximate the integral of the function. b. Find new series by Substitution, Differentiation and Integration. c. Determine the interval of convergence of a power series. | Exceeds expectations | Above expectations | Meets expectations | Does not meet expectations | Does not meet expectations |

# Assessment Options

- "Save" vs. "Save and add to Library of Shared Assessment"

If **Save and add to Library of Shared Assessments** is selected, then the assessment may be reused in other Sections in the current or future terms.

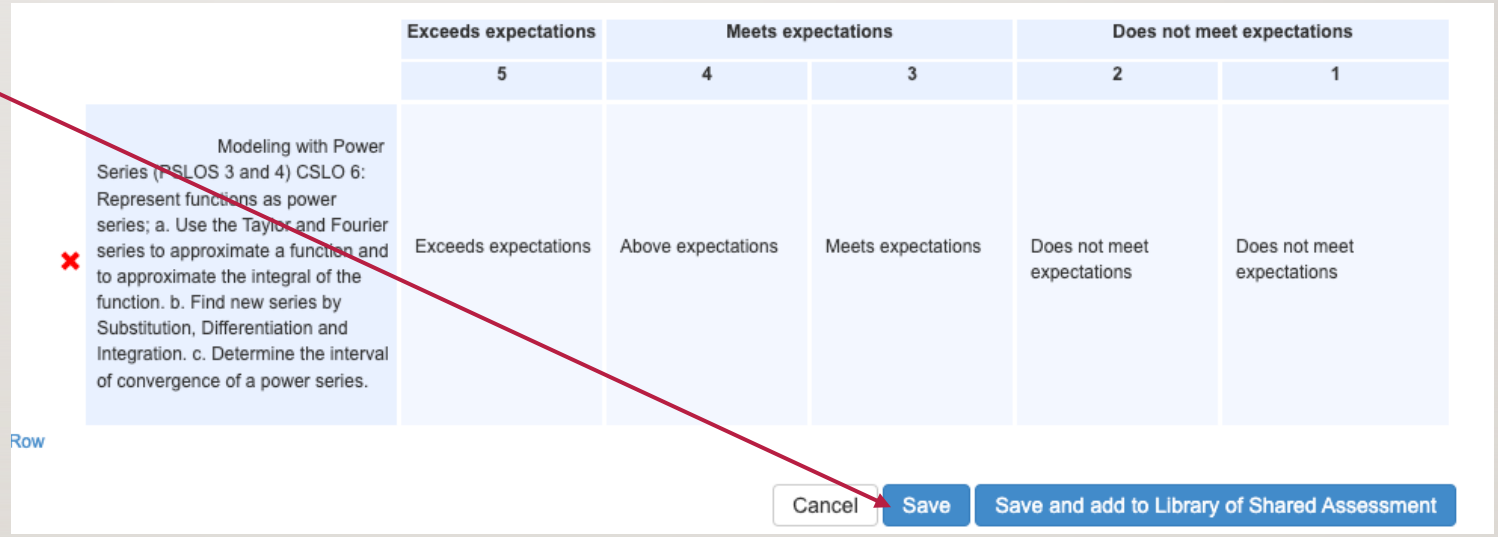
Note: For an assessment to be added to multiple sections of a course, it must be saved to the Assessment Library so it can be retrieved and added to a section.



# Assessment Options

- "Save" vs. "Save and add to Library of Shared Assessment"

If **Save** is selected, the assessment will also be placed in their personal assessment library and can be added to sections they teach. The assessment is not a Shared Assessment in the Assessment Library, and can be viewed by selecting the My Private Assessments drop-down in the Assessment Library.

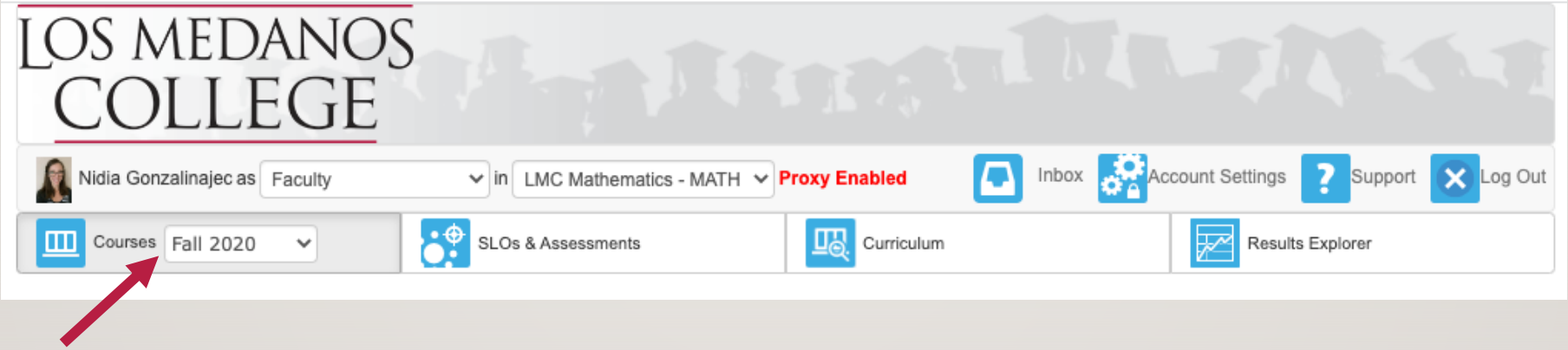


# Assessment Options; a summary

- Individual Student Scorecard & Rubric vs Collective Student Score Entry–This is Assessment Type (1)
- Activity Name and Description
- Assessment type (11): Please use ***Summative***
- Optional: Allow Faculty Annotations
- Do not change the **Reflection Template**
- Optional: Evaluator Assessment Guide
- Assessment scale
  - Cannot be changed
  - Options: 1 to 3; 1 to 4; 1 to 5; Meets/Does not meet
- Include all SLO's for each course when you "**Link SLO's**"
- Save vs Save and add to Library of Shared Assessments

# FINDING AN EXISTING ASSESSMENT

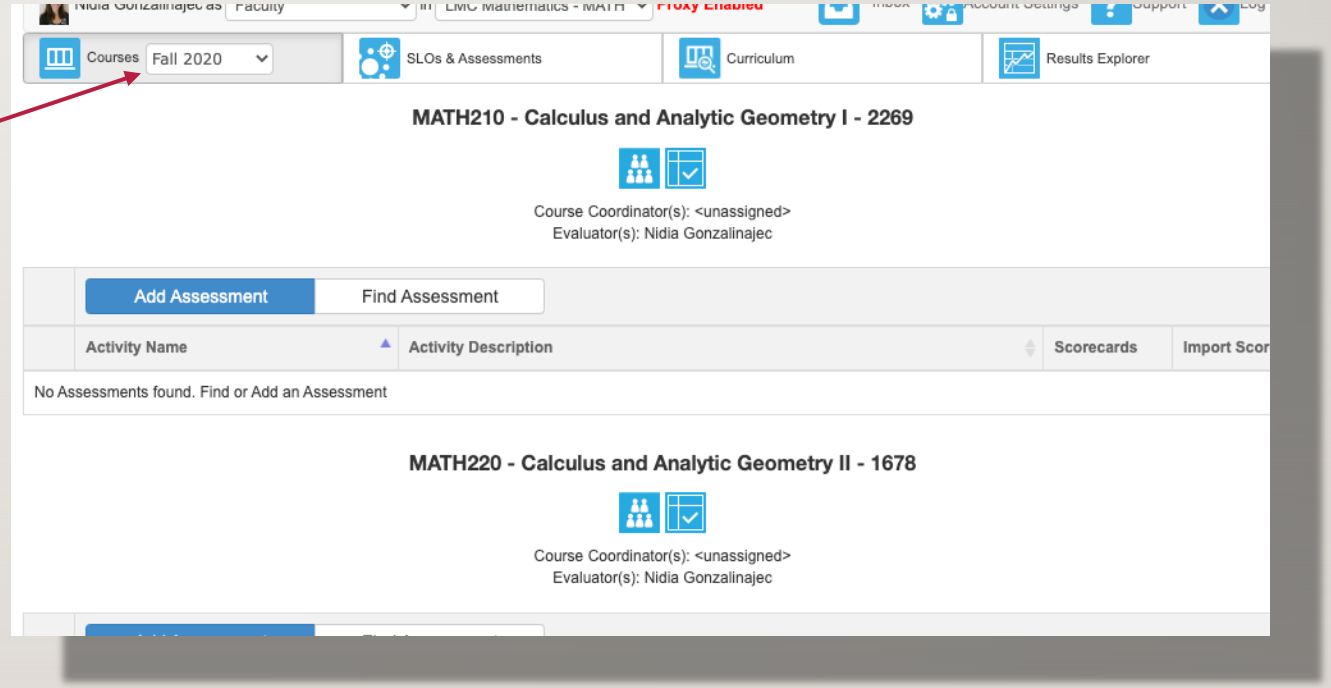
# Finding an assessment




Select the appropriate semester from the dropdown list.

# Finding an assessment

The courses you taught that semester will now be visible.

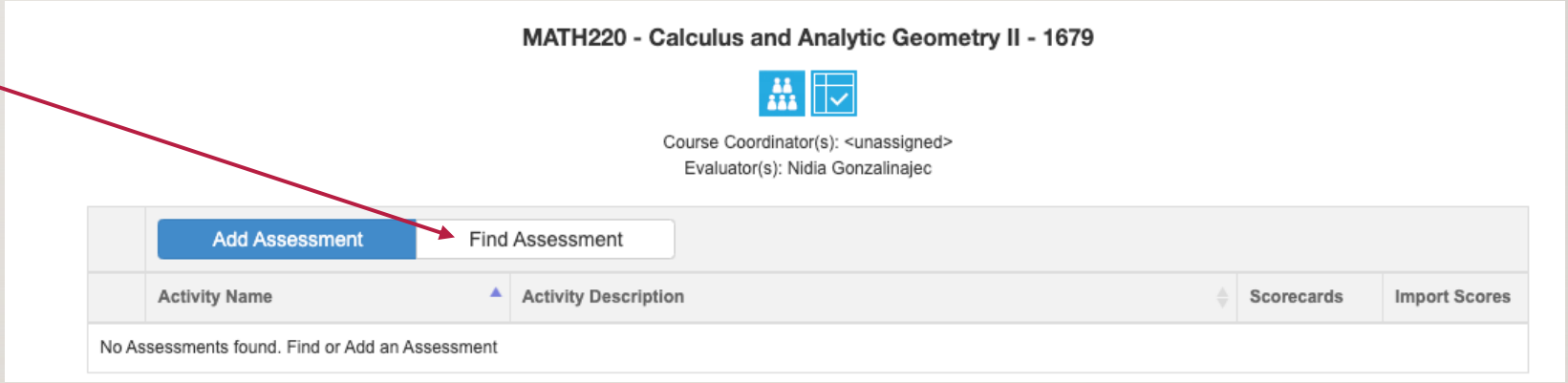


# Finding an assessment

- You can reuse one assessment across multiple sections you (or others) teach

Navigate to the "Courses" tab for the appropriate semester.

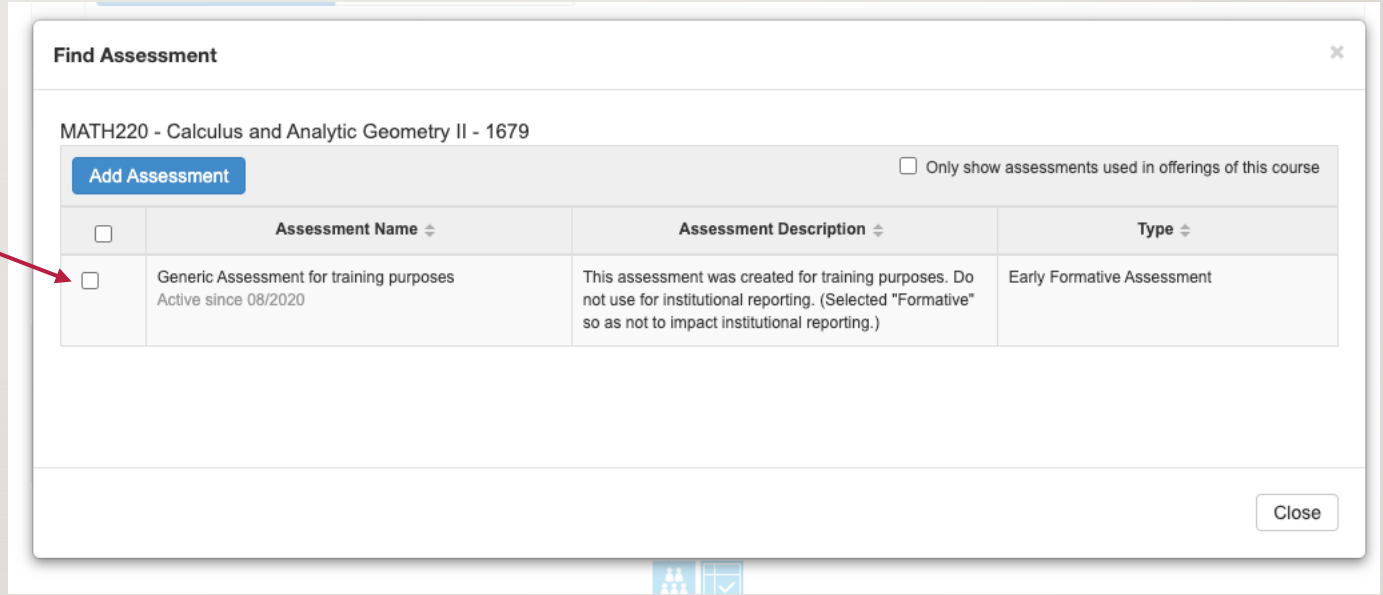
Click on "Find Assessment"



# Finding an assessment

- You can reuse one assessment across multiple sections you (or others) teach

Select the appropriate assessment.



# Finding an assessment

- You can reuse one assessment across multiple sections you (or others) teach

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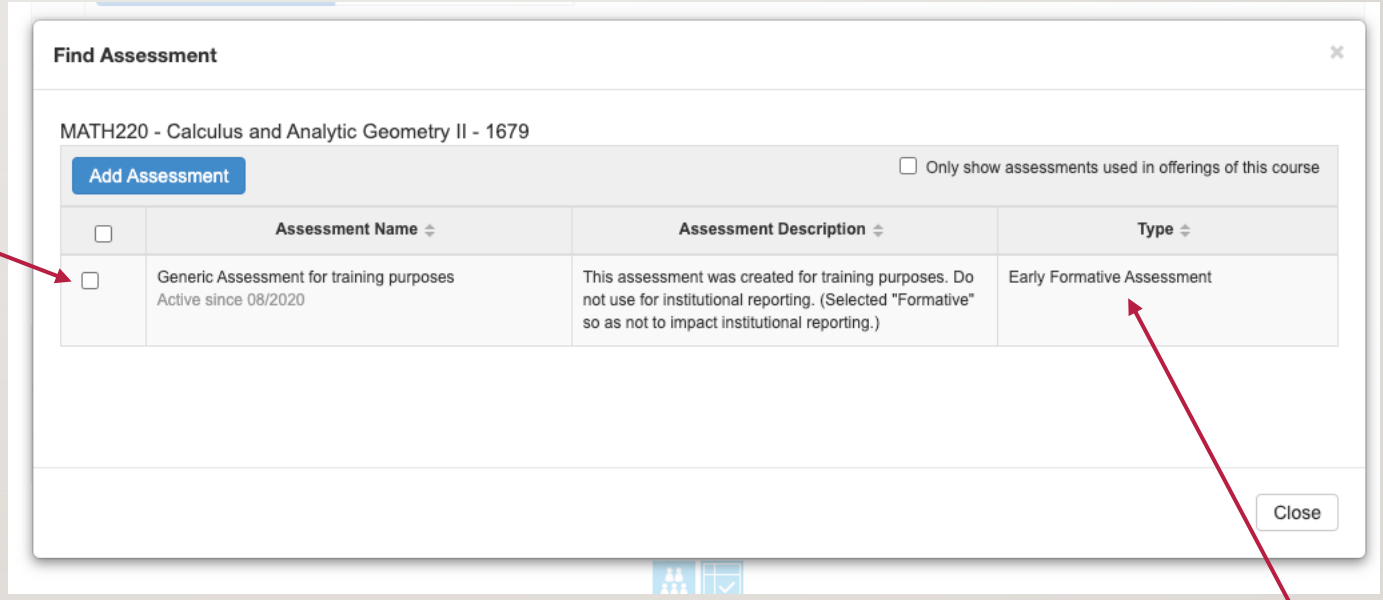


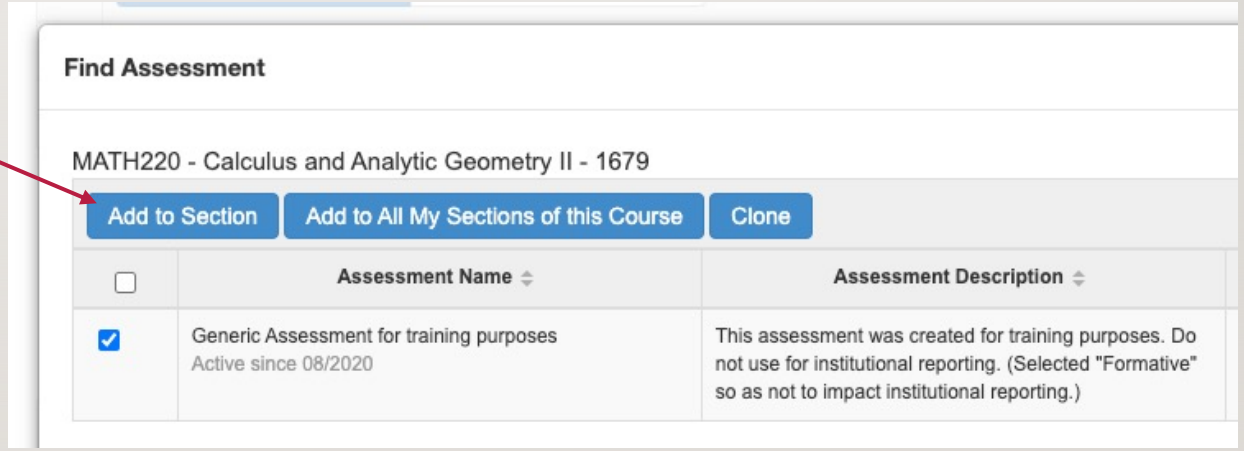

Your assessment will read, "*Summative*," here instead of, "*Early Formative Assessment.*"

# Finding an assessment

- This box will automatically pop up. Existing assessments can be found here.

Click "Add to Section" to add to only the course listed.

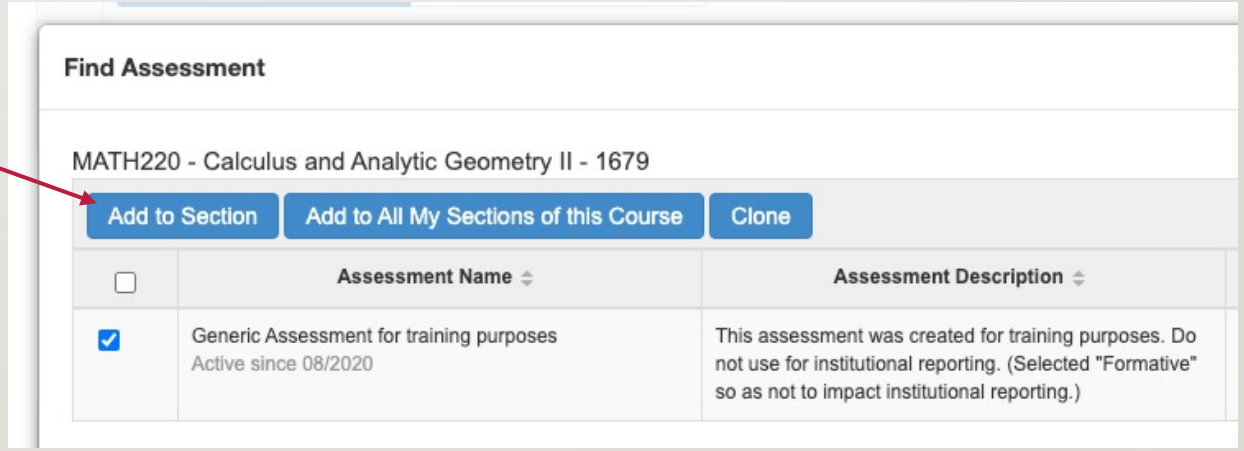
In this example, selecting this option adds the assessment to section 1679 of Math 220.



# Finding an assessment

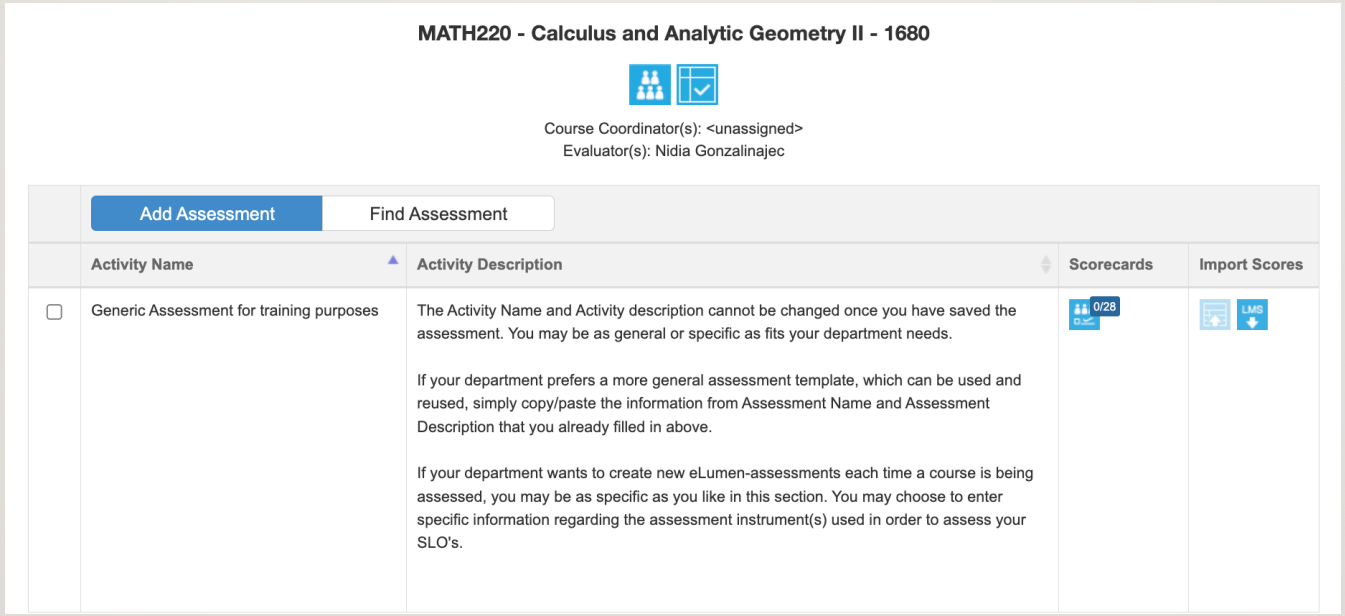
- This box will automatically pop up. Existing assessments can be found here.

Click "Add to All My Sections of this Course" if you are teaching multiple sections of the same course.



# Finding an assessment

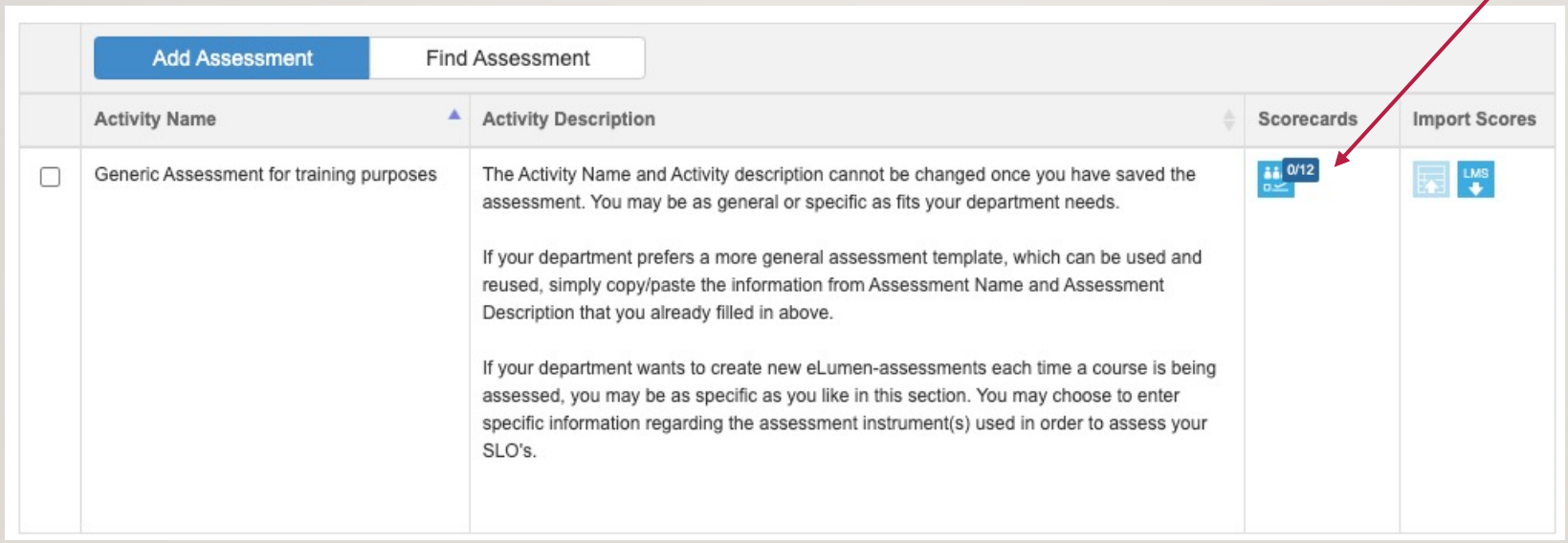
- Your eLumen assessment is now visible under the appropriate course.



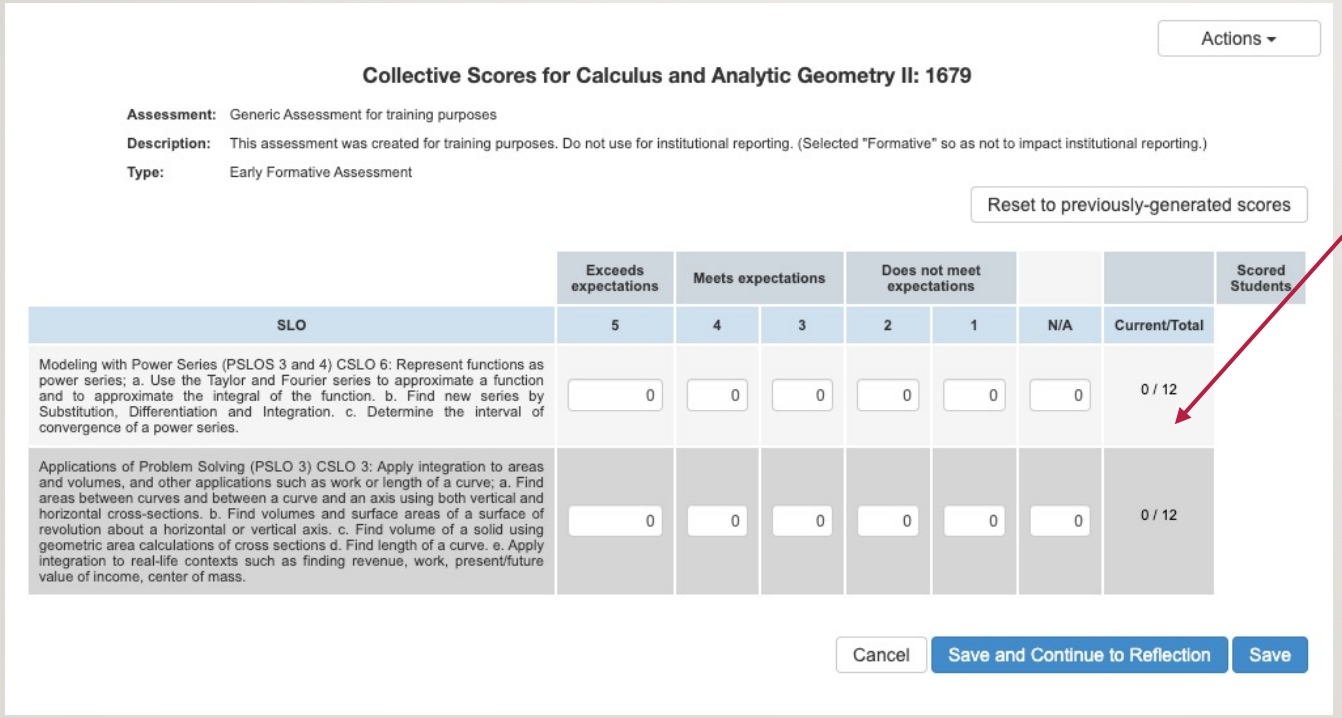
# INPUTTING YOUR ASSESSMENT DATA

# Inputting your assessment data

Click on the Scorecard



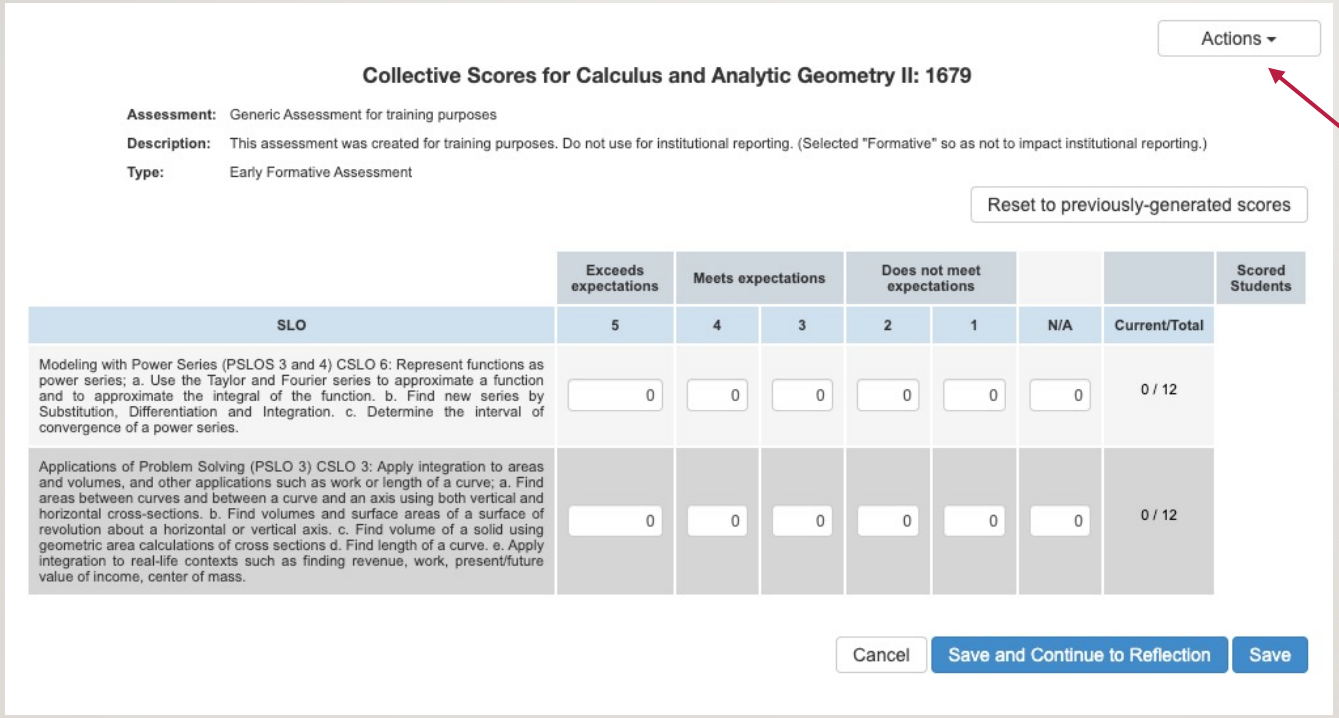
# Inputting your assessment data




Enter data based on your completed assessment.

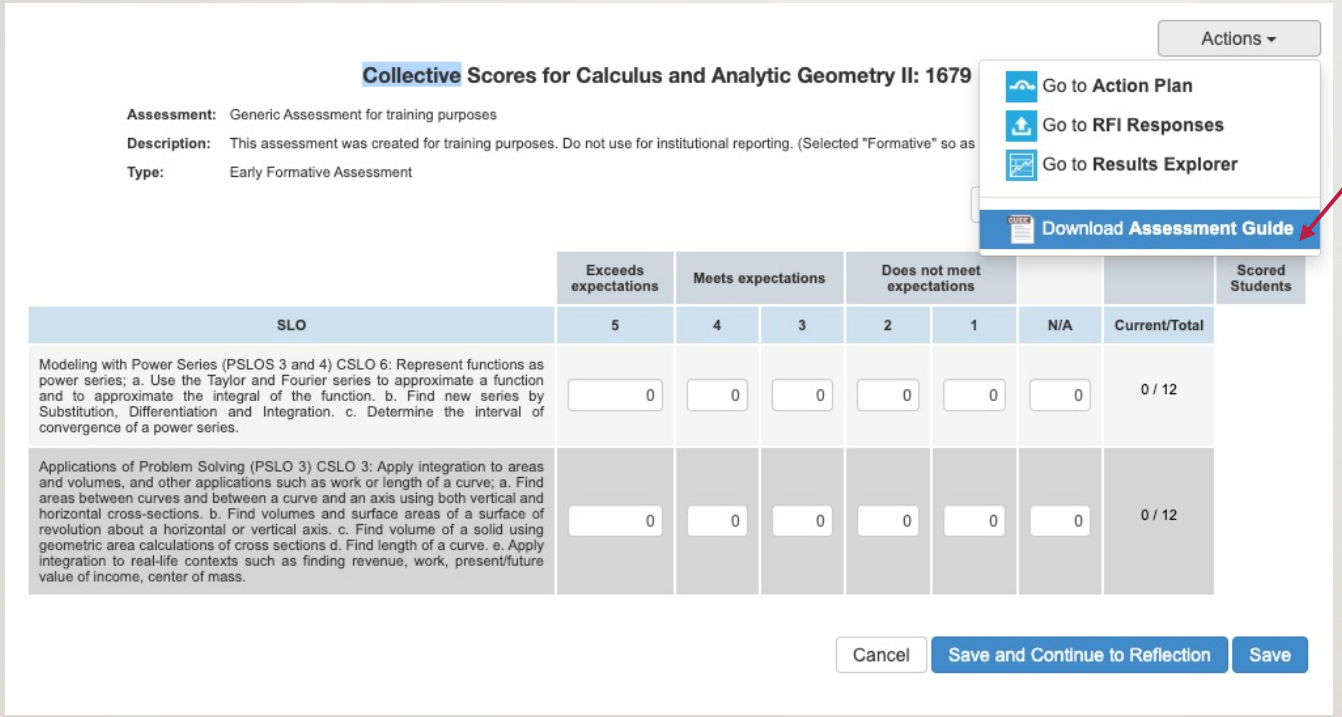
Each row represents one SLO.

# Inputting your assessment data



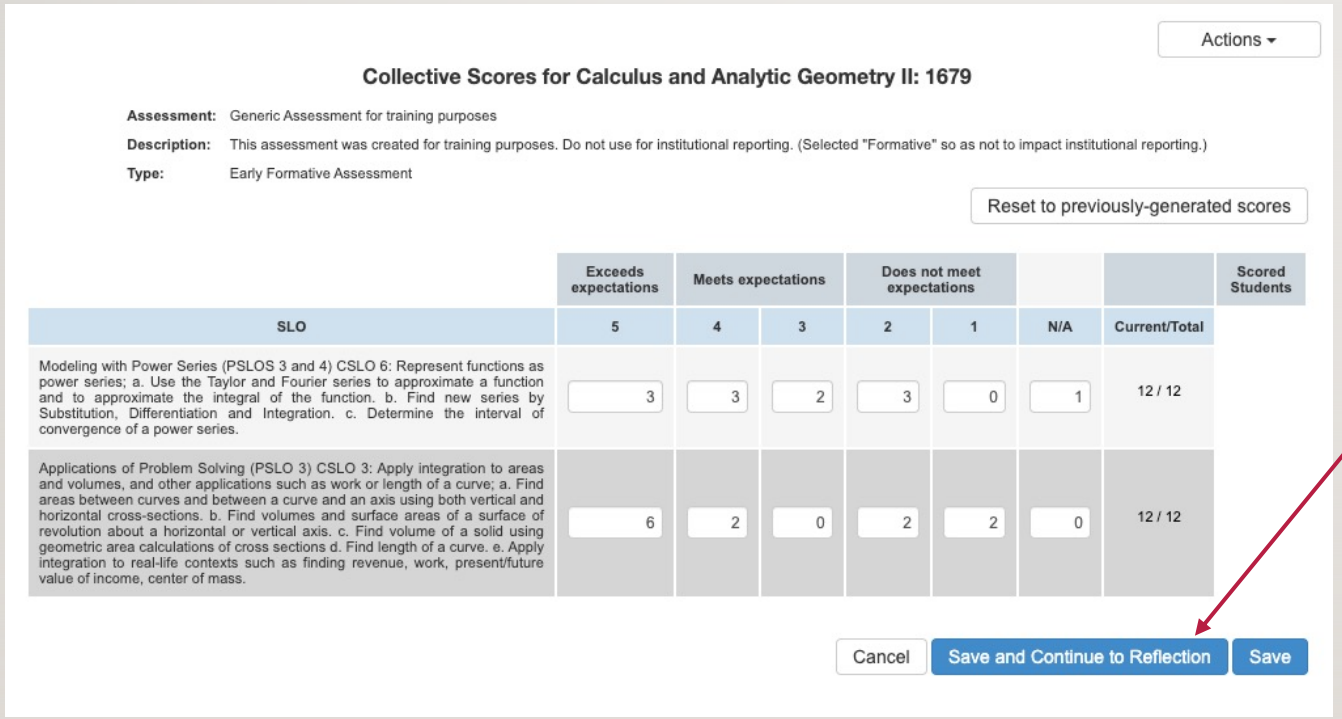

If you (or someone in your department) uploaded an Assessment Guide, click on the **Actions** menu to find it…

# Inputting your assessment data




…then download the Assessment Guide.

# Inputting your assessment data




Save and Continue to reflection when you are done

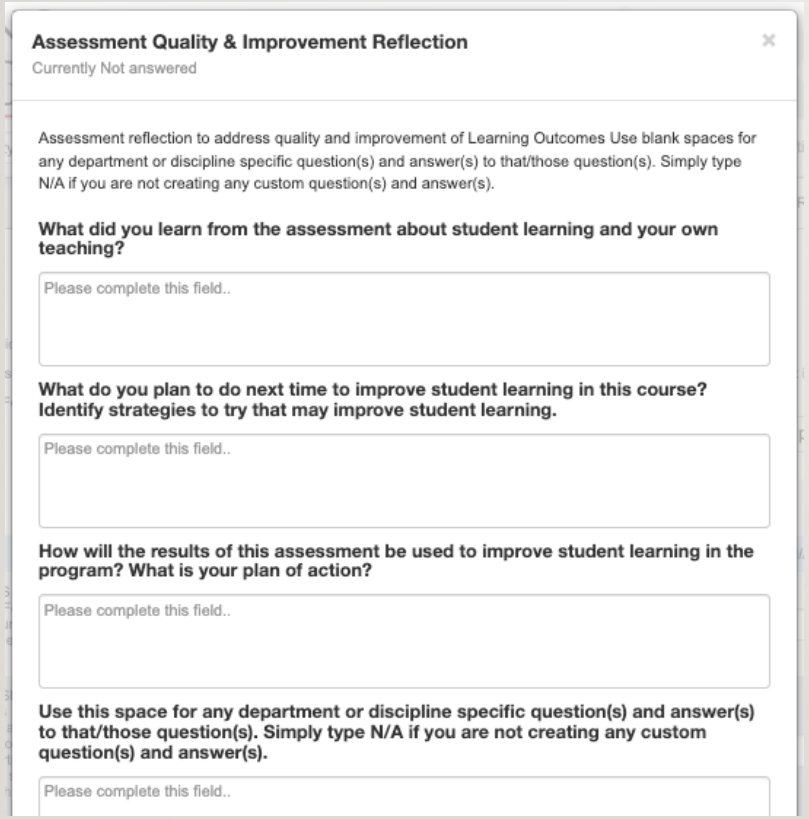
# ASSESSMENT REFLECTION QUESTIONS

# Assessment reflection questions

**Why does reflecting on the assessment matter?**

The reflection process is intended motivate improvements in the design and implementation of future teaching practices. As such, reflecting on the assessment results is a vital step in the course assessment process. This is where you, the faculty, can evaluate the effectiveness of your instructional practices and identify areas where improvements are warranted. This step will allow you gain a more comprehensive understanding of student learning needs and adjust your teaching practices and/or curriculum accordingly.

# Assessment reflection questions




The reflection template is next. You may work on it ahead of time (offline) and save your work.

To facilitate offline work on reflection questions, you can find the template on the TLC Website under Documents and Resources.

The reflection questions also follow on the next few slides.

# Assessment reflection questions

**Question 1**

What did you learn from the assessment about student learning and your own teaching?

# Assessment reflection questions

**Question 2**

What do you plan to do next time to improve student learning in this course? Identify strategies to try that may improve student learning.

# Assessment reflection questions

**Question 2**

What do you plan to do next time to improve student learning in this course? Identify strategies to try that may improve student learning.

# Assessment reflection questions

**Question 3**

How will the results of this assessment be used to improve student learning in the program? What is your plan of action?

# Assessment reflection questions

## Customizable reflection questions

In order to accommodate the variety of disciplines across campus, there are three additional reflection boxes intended for department specific questions and/or analysis.

# Assessment reflection questions

## Customizable reflection questions

In order to accommodate the variety of disciplines across campus, there are three additional reflection boxes intended for department specific questions and/or analysis.

The only prompt before these reflection questions is:

*"Use this space for your department and/or discipline specific question(s) and answer(s) to that/those question(s). Simply type N/A if you are not creating any custom question(s) and answer(s)."*

# Assessment reflection questions

## Customizable reflection questions

The only prompt before these reflection questions is:

> *"Use this space for your department and/or discipline specific question(s) and answer(s) to that/those question(s). Simply type N/A if you are not creating any custom question(s) and answer(s)."*

There are three blank boxes with the above text. Please copy/paste your discipline-specific prompt/question the corresponding response into the same box.

# Resources

- How to locate cohort number
- How to change your course cohort number
- eLumen Faculty Guide (comprehensive)
- How to revise a COR in eLumen
  - Basic instructions (from TLC)
  - Detailed instructions from (Curriculum committee)
- Adjunct stipend information

# QUESTIONS?

If I Can't Answer Them, I Will Find Someone Who Can For You ☺

Spring 2024 Zoom Drop-in Hours
Always 11:00 AM to Noon
on the following Fridays

February 2nd and 16th
March 1st and 15th
April 12th and 26th
May 10th and 17th

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http://tinyurl.com/nidiagonzalinajeczoom