

Nuventive Improvement User Guide For Administrative Units

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System Overview

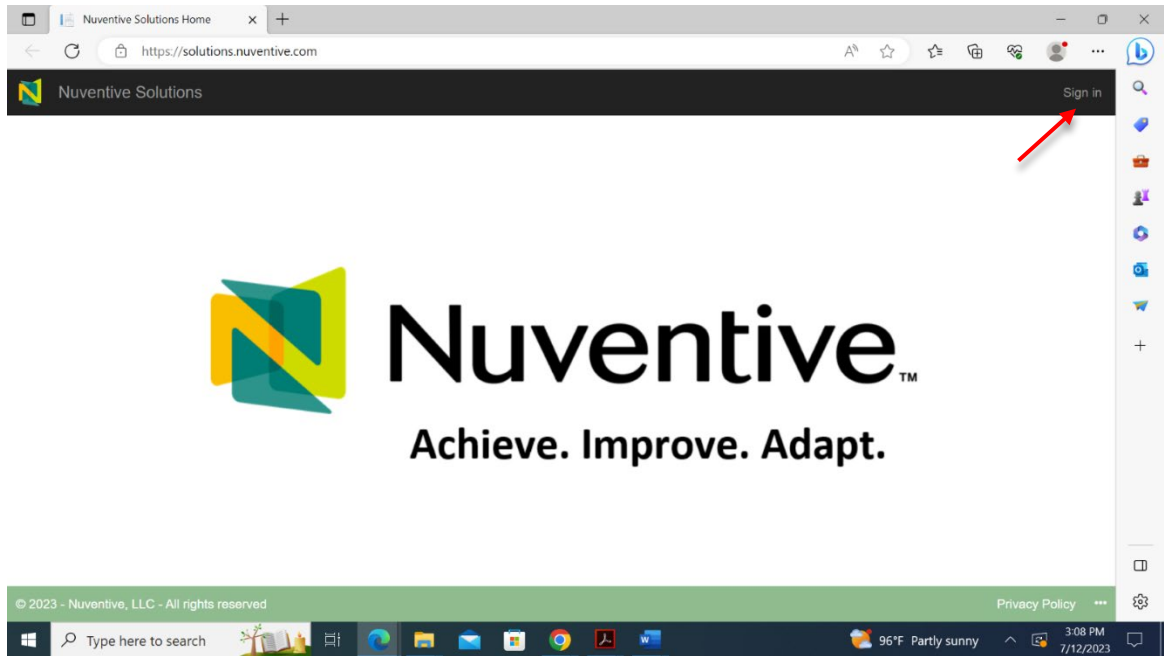
Nuventive Improvement Premiere Platform is an assessment and planning system developed to collect and share assessment data. It is designed to overcome common obstacles and close the loop between planning and action. The system facilitates assessment plans and results in data collection, review, and management. It provides formatted reports that address critical aspects of the assessment cycle.

Section 1: Accessing Nuventive Improvement

Logging In

There are two ways to access Nuventive Improvement:

1. Visit: <http://solutions.nuventive.com>.
 - The screen below will appear. Click on “Sign in” on the top right of the page. Enter your AD Username and Password (the Username is your email without @fiu.edu).



2. Visit tracdat.fiu.edu. This is the Institutional Effectiveness team’s Assessment Hub.
 - Scroll down and click on Submit Data to navigate to the Nuventive Improvement platform.



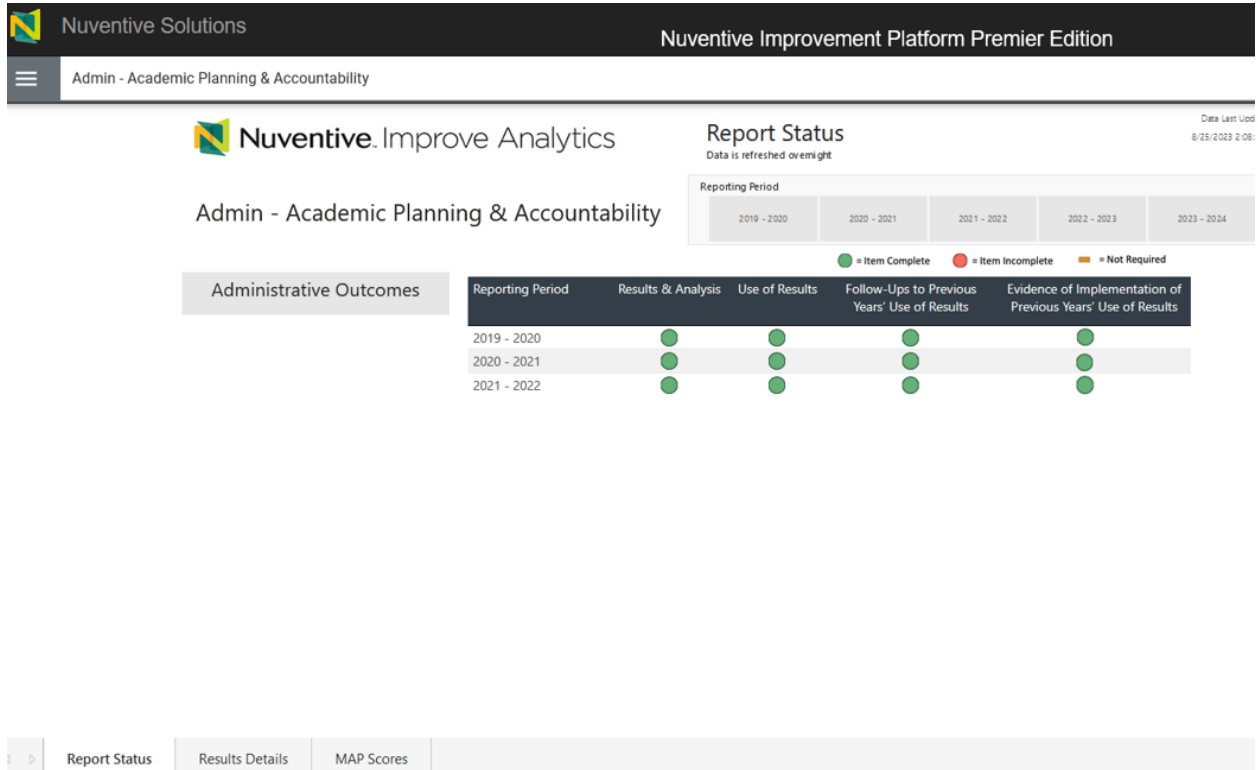
User Access

- **Returning users:** Enter your AD Username and Password (the Username is your email without @fiu.edu).
- **Add and/or remove users:** <https://airtable.com/app3SmT0yoAqjDoz2/shr3FgpkxWEIzNJfe>

Section 2: New Features

Customized Home Page

The newly customized Home Page provides completion data for the assessment report selected, per outcome, per required field, and per reporting period. This makes it easier to identify which required components for a particular reporting period are missing to be entered. It also provides trend analyses on scores received from the Metric of Assessment Performance (MAP), the Institutional Effectiveness' tool to evaluate assessment reports. Refer to Section 4 for further details on the Home Page.



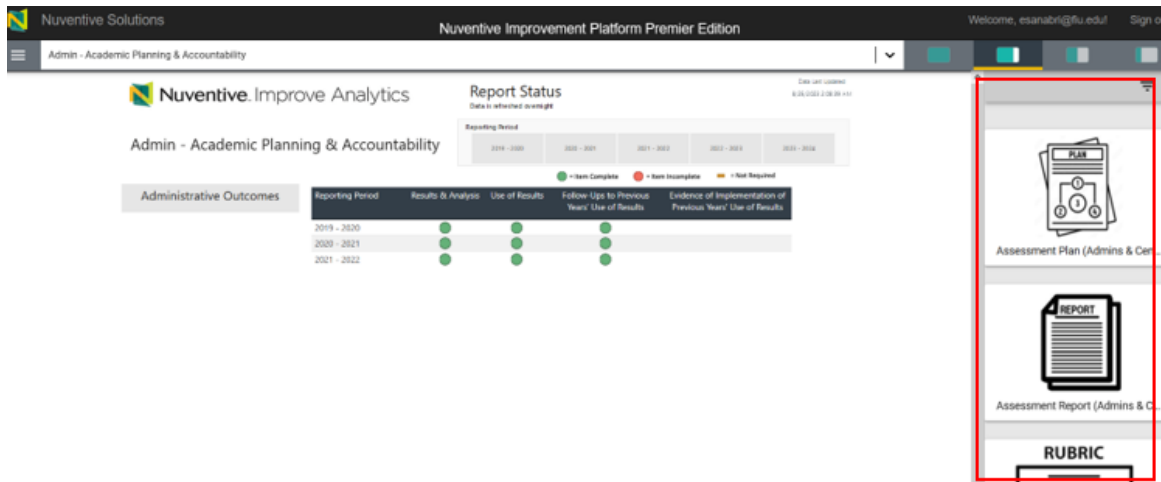
The screenshot shows the Nuventive Improve Analytics interface. At the top, it displays 'Nuventive Solutions' and 'Nuventive Improvement Platform Premier Edition'. The user is logged in as 'Admin - Academic Planning & Accountability'. The main content area is titled 'Report Status' and includes a 'Reporting Period' selector with options for 2019-2020, 2020-2021, 2021-2022, 2022-2023, and 2023-2024. A legend indicates that green circles represent 'Item Complete', red circles represent 'Item Incomplete', and orange squares represent 'Not Required'. Below this is a table showing the status of various reporting items for three reporting periods.

Reporting Period	Results & Analysis	Use of Results	Follow-Ups to Previous Years' Use of Results	Evidence of Implementation of Previous Years' Use of Results
2019 - 2020	●	●	●	●
2020 - 2021	●	●	●	●
2021 - 2022	●	●	●	●

At the bottom of the dashboard, there is a navigation bar with tabs for 'Report Status', 'Results Details', and 'MAP Scores'.

Right-Side Panel

The right-side panel provides relevant resources and reports (e.g., templates for changing outcomes and methods, dashboard links, etc.) for each section of the system.



To access this panel, use any of the four icons on the right side of the page, which allow for size customization.



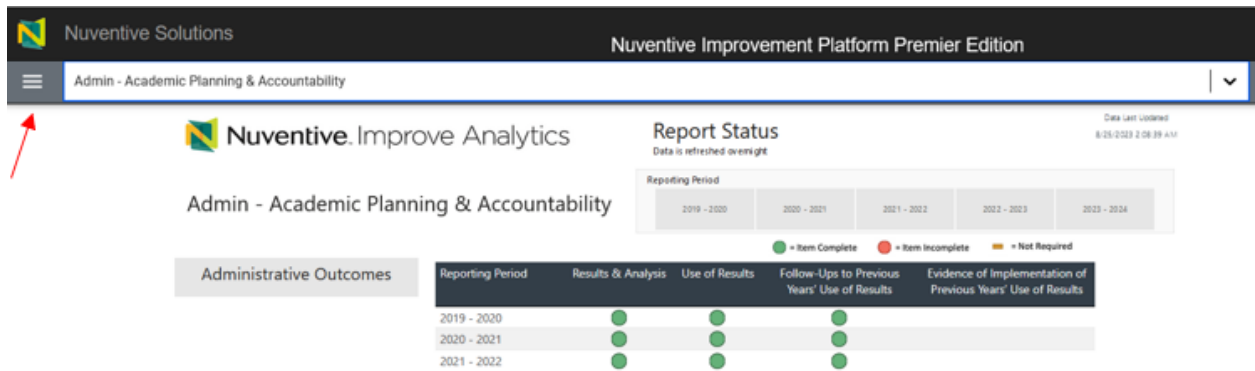
Each section of this guide will discuss any relevant document(s) within the right-side panel, if applicable.

Section 3: Selecting Desired Unit

After logging in, a drop-down box will appear at the top center of the screen. Use this box to select the appropriate Administrative unit.

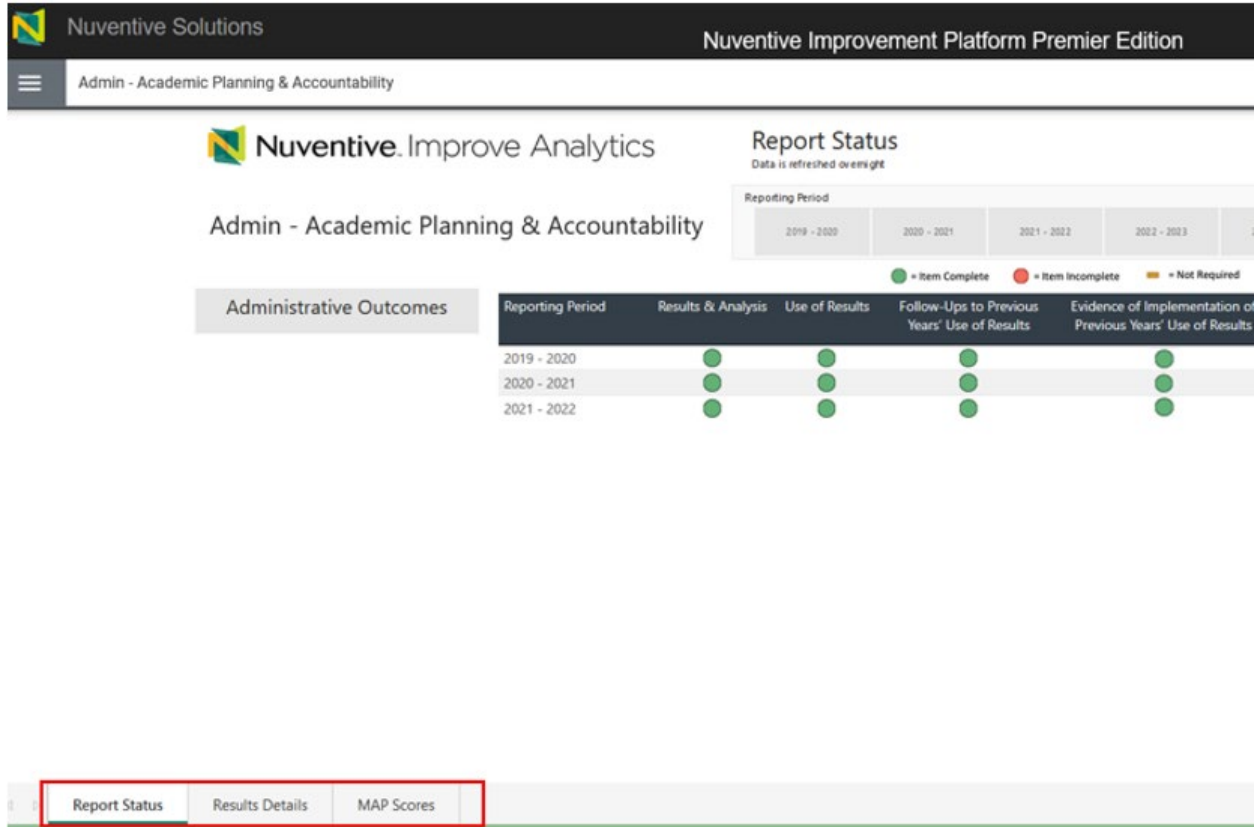


Once the unit is selected, the hamburger icon on the top, left side of the page, is used to navigate through the components of the unit's assessment report.



Section 4: Home

The Home screen contains three tabs: Report Status, Results Details, and MAP Scores.



Report Status
Data is refreshed overnight

Reporting Period: 2019 - 2020, 2020 - 2021, 2021 - 2022, 2022 - 2023

Legend: ● = Item Complete, ● = Item Incomplete, ● = Not Required

Reporting Period	Results & Analysis	Use of Results	Follow-Ups to Previous Years' Use of Results	Evidence of Implementation of Previous Years' Use of Results
2019 - 2020	●	●	●	●
2020 - 2021	●	●	●	●
2021 - 2022	●	●	●	●

Navigation tabs: Report Status, Results Details, MAP Scores

Report Status

The Report Status tab displays information on submitted, pending, and/or not required fields per reporting period for the overall assessment report. The table provided breaks down the fields (i.e., components) of an assessment report (e.g., Results, Use of Results, etc.) and indicates when each are due for each reporting period. **This table is used to determine whether all required fields of the overall assessment report have been submitted for a reporting period.**

Nuventive Solutions Nuventive Improvement Platform Premier Edition

Admin - Academic Planning & Accountability

Nuventive. Improve Analytics Report Status
Data is refreshed overnight

Admin - Academic Planning & Accountability

Administrative Outcomes

Reporting Period: 2019 - 2020, 2020 - 2021, 2021 - 2022, 2022 - 2023

● = Item Complete ● = Item Incomplete ■ = Not Required

Reporting Period	Results & Analysis	Use of Results	Follow-Ups to Previous Years' Use of Results	Evidence of Implementation of Previous Years' Use of Results
2019 - 2020	●	●	●	●
2020 - 2021	●	●	●	●
2021 - 2022	●	●	●	●

To identify which fields of the overall assessment report are complete, pending, and/or not required for a reporting period, refer to the legend provided.

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Admin - Academic Planning & Accountability

Nuventive. Improve Analytics Report Status
Data is refreshed overnight

Admin - Academic Planning & Accountability

Administrative Outcomes

Reporting Period: 2019 - 2020, 2020 - 2021, 2021 - 2022, 2022 - 2023

● = Item Complete ● = Item Incomplete ■ = Not Required

Reporting Period	Results & Analysis	Use of Results	Follow-Ups to Previous Years' Use of Results	Evidence of Implementation of Previous Years' Use of Results
2019 - 2020	●	●	●	●
2020 - 2021	●	●	●	●
2021 - 2022	●	●	●	●

To view a single reporting period, use the filters at the top of the page.

Nuventive Solutions Nuventive Improvement Platform Premier Edition

Admin - Academic Planning & Accountability

Nuventive. Improve Analytics Report Status
Data is refreshed overnight

Admin - Academic Planning & Accountability

Administrative Outcomes

Reporting Period: 2019 - 2020, 2020 - 2021, 2021 - 2022, 2022 - 2023

● = Item Complete ● = Item Incomplete ■ = Not Required

Reporting Period	Results & Analysis	Use of Results	Follow-Ups to Previous Years' Use of Results	Evidence of Implementation of Previous Years' Use of Results
2019 - 2020	●	●	●	●
2020 - 2021	●	●	●	●
2021 - 2022	●	●	●	●

If a field for a reporting period is marked as incomplete (i.e., shows the red circle), use the next tab, Results Details, to identify exactly which outcome(s) are missing to have this field completed. If there

are green circles across all fields, or the “Not Required” yellow dash, for a reporting period, then all required fields have been submitted for the reporting period.

NOTE: The green circles only indicate required fields have been submitted. The quality/accuracy of the data submitted will still be reviewed by the Institutional Effectiveness team and the program/department/unit may be contacted to address feedback.

Results Details

The Results Details tab displays information on submitted, pending, and/or not required fields per reporting period AND per outcome of the assessment report (i.e., it indicates which fields are submitted, pending, and/or not required for *each* outcome within the report). **This table is used to determine which field(s) of a particular outcome are missing.**

Reporting Period: 2019 - 2020, 2020 - 2021, **2021 - 2022**, 2022 - 2023, 2023 - 2024

Outcome	Assessment Instrument	Results & Analysis	Use of Results	Follow-Up	Evidence
Accreditation - Oversight of the Univers...	Other (Name Instrument and D...	●	●	●	●
Institutional Effectiveness: Ensuring Co...	Other (Name Instrument and D...	●	●	●	●
Academic Accountability - Academic Re...	Other (Name Instrument and D...	●	●	●	●
On- and Off-Campus Dual Enrollment ...	Other (Name Instrument and D...	●	●	●	●
Institutional Effectiveness - Resources	Other (Name Instrument and D...	●	●	●	●
On- and Off-Campus Dual Enrollment ...	Other (Name Instrument and D...	●	●	●	●
Accreditation - Support programs that ...	Other (Name Instrument and D...	●	●	●	●
Institutional Effectiveness - Oversight o...	Other (Name Instrument and D...	●	●	●	●

Use the Reporting Period filter to look at a single reporting period.

Reporting Period: 2019 - 2020, 2020 - 2021, **2021 - 2022**, 2022 - 2023, 2023 - 2024

Outcome	Assessment Instrument	Results & Analysis	Use of Results	Follow-Up	Evidence
Accreditation - Oversight of the Univers...	Other (Name Instrument and D...	●	●	●	●
Institutional Effectiveness: Ensuring Co...	Other (Name Instrument and D...	●	●	●	●
Academic Accountability - Academic Re...	Other (Name Instrument and D...	●	●	●	●
On- and Off-Campus Dual Enrollment ...	Other (Name Instrument and D...	●	●	●	●
Institutional Effectiveness - Resources	Other (Name Instrument and D...	●	●	●	●
On- and Off-Campus Dual Enrollment ...	Other (Name Instrument and D...	●	●	●	●
Accreditation - Support programs that ...	Other (Name Instrument and D...	●	●	●	●
Institutional Effectiveness - Oversight o...	Other (Name Instrument and D...	●	●	●	●

MAP Scores

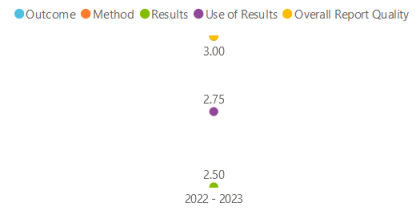
The Metric of Assessment Performance (MAP) is the tool/rubric the Institutional Effectiveness team utilizes to evaluate assessment reports. This tab provides scores earned per component of the MAP, including a visual trend analysis, and access to the feedback provided by the reviewer.

Admin - Academic Planning & Accountability

Administrative Outcomes

Review Year	Overall Average MAP Score
2022 - 2023	2.82

Review Year	Outcome	Method	Results	Use of Results	Overall Report Quality
2022 - 2023	3.00	3.00	2.50	2.75	3.00



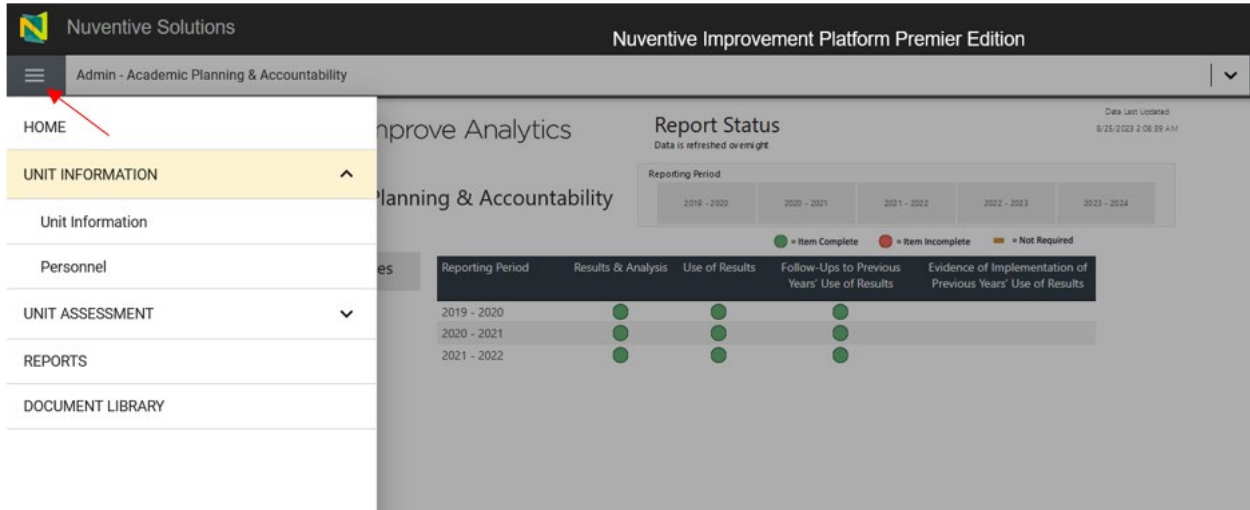
Right-Side Panel Documents

The right-side panel of the Home screen contains links to four documents:

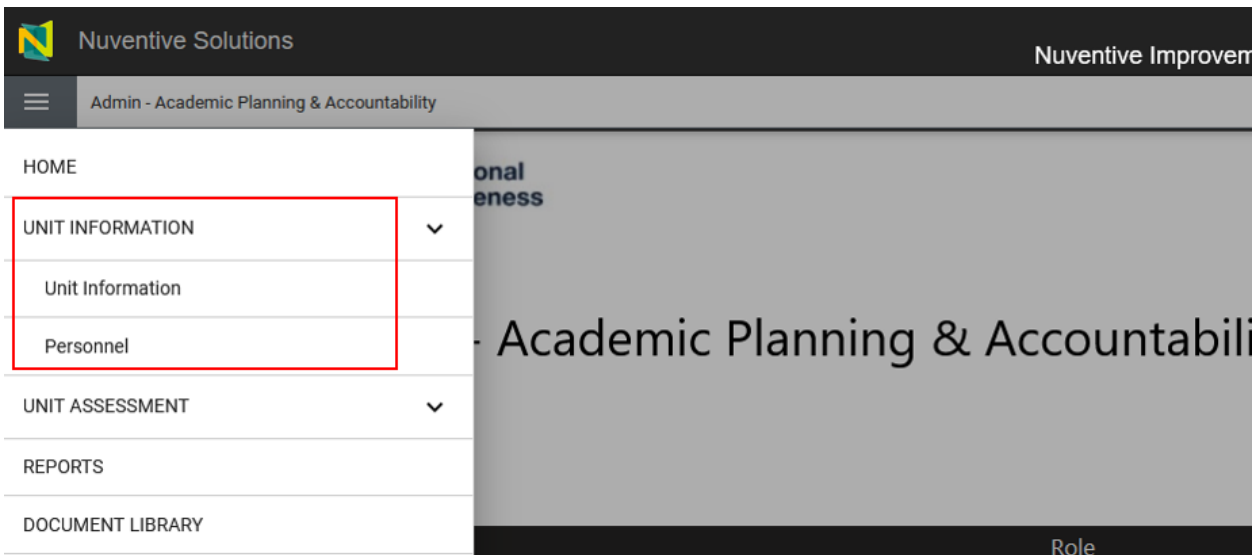
1. **Assessment Plan:** Report that includes outcomes and methods. This report does not include results. Filter for Outcome Status is available.
2. **Assessment Report:** This is a complete assessment report. Includes all outcomes, methods, results, use of results for improvement, and follow-ups, if applicable. Filters for Outcome Status and Reporting Period are available.
3. **Metric of Assessment Performance (MAP):** Rubric used by the Institutional Effectiveness team when evaluating administrative assessment reports.
4. **MAP Score Report:** Completed MAP report, including feedback, per review year. Filter for Review Year is available.

Section 5: Unit Information

To view Unit Information, click on the hamburger menu icon at the top left of the page.



The Unit Information section is comprised of two sub tabs: Unit Information and Personnel.



Unit Information

The Unit Information sub tab will display the unit's mission statement and the SACSCOC Standard the unit is aligned with.

Nuventive Solutions Nuventive Improvement Platform Premier Edition

Admin - Academic Planning & Accountability

UNIT INFORMATION > Unit Information

[View All](#)

General Information Last Modified: 07/18/2023, N. Support

Mission

The mission of the FIU Office of Academic Planning and Accountability (APA) is to support efforts to improve the effectiveness and efficiency of university operations and the quality of student learning. APA provic programs through integrated processes that include quality improvement, data collection, and guidance in assessment practices.

SACSCOC Standard

7.3 - Administrative Effectiveness


This is a read-only section. If changes are needed, please email us at assess@fiu.edu.

Personnel

The Personnel sub tab will display all individuals who have access to the report, along with their corresponding role.

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Admin - Academic Planning & Accountability



Admin - Academic Planning & Accountability

Personnel - Access and Roles Data last updated: 9/8/2023 2:02:32 AM

Role

All

Name and Email

All

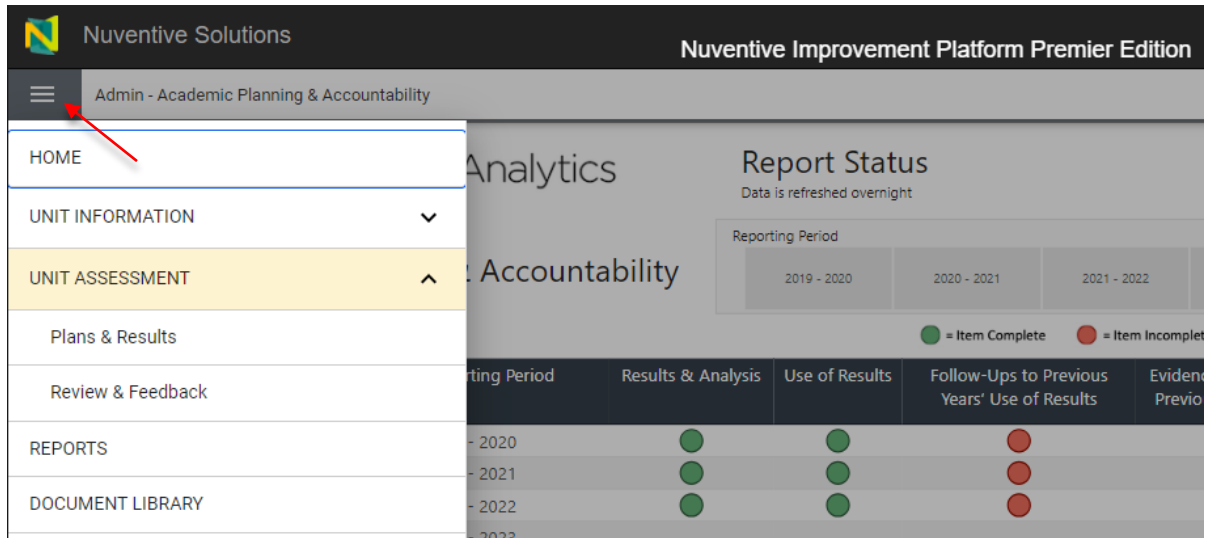
To request access for a new user, or to remove an existing user, please submit a [User Form](#).

Unit	Role	Name and Email
Admin - Academic Planning & Accountability	Report Writer	Carolina Aquino <aquino@fiu.edu>
		Elyn Sanabria <esana001@fiu.edu>
		Justin Santos <justsant@fiu.edu>
		Leo Ruiz <lruiz063@fiu.edu>
		Sanaz Hosseini <shosseini@fiu.edu>
		Troy O'Neill <toneill@fiu.edu>
		Vanessa Garcia <vgarc058@fiu.edu>

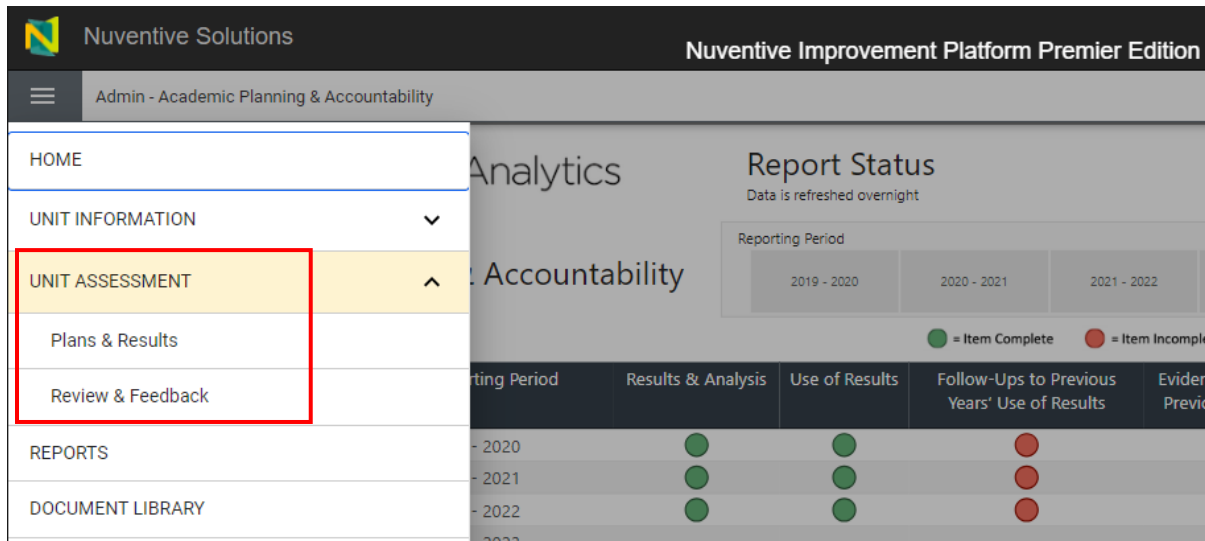
This is a read-only section. Instructions for adding and/or removing users are above the table.

Section 6: Unit Assessment

To view Unit Assessment, click on the hamburger menu icon at the top left of the page. **This is the section used to enter data.**



The Unit Assessment tab is comprised of two sub tabs: Plan & Results and Review and Feedback.

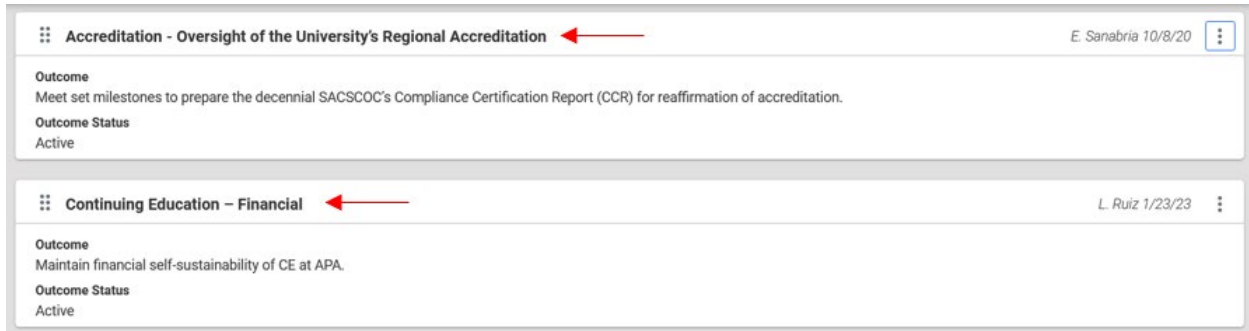


Plan & Results

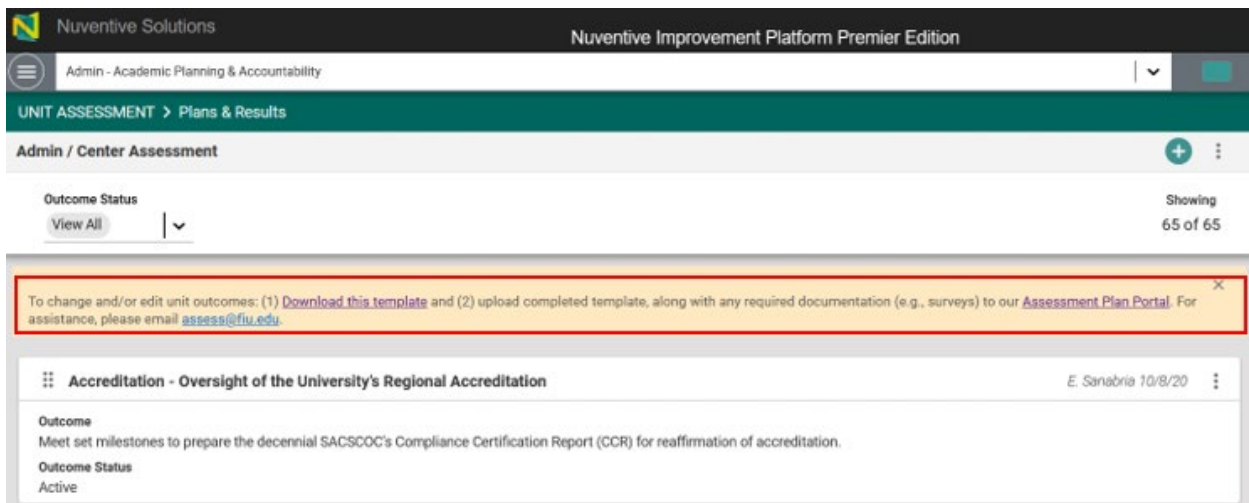
This is the section used to enter data.

Outcomes

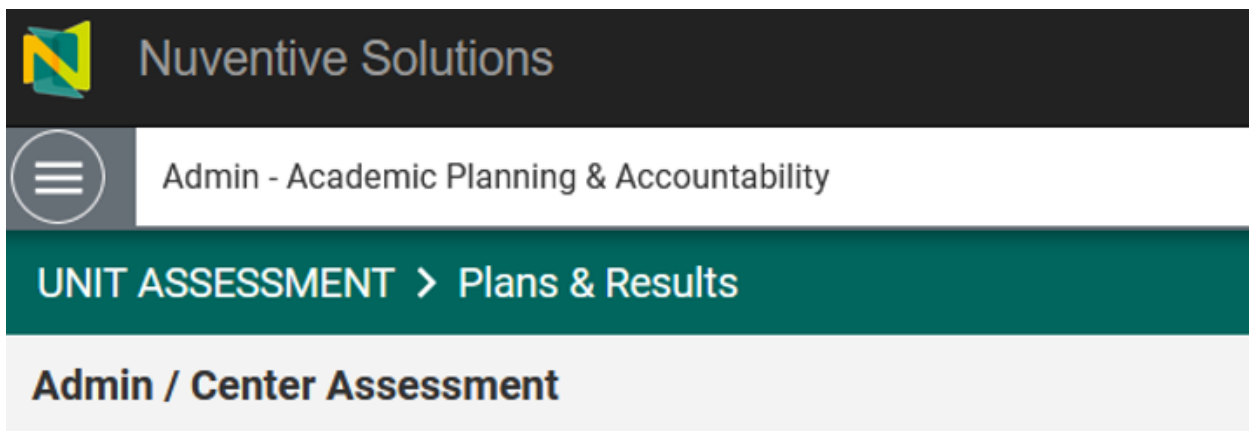
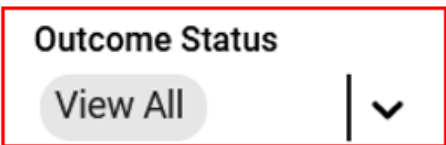
This area displays the **outcomes** for the unit (both active and archived) in a “card” format, with one outcome displayed per card.



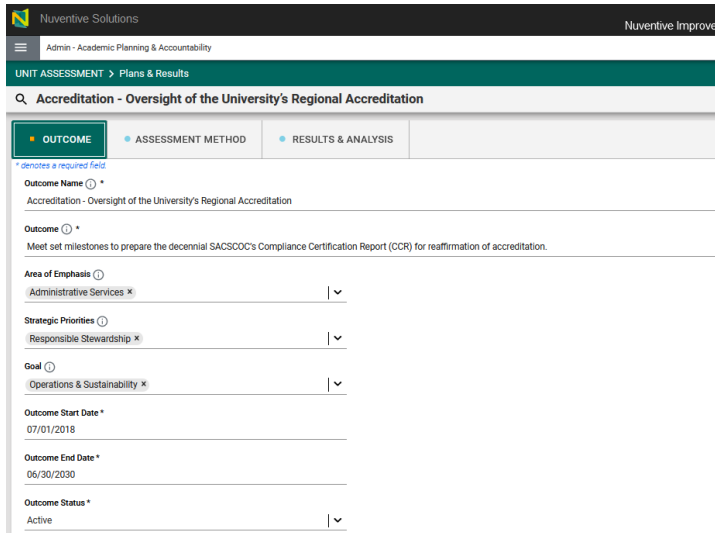
Each card is used to navigate to the Assessment Method and Analysis & Results components of the outcome. To add/remove/edit outcomes, follow the instructions on the yellow informational box at the top, or email us at assess@fiu.edu for assistance.



To change which outcomes are shown (e.g., to only see active outcomes), use the filter at top.

To view additional outcome details (e.g., start/end dates, alignments, etc.), double-click on the outcome’s card.



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Admin - Academic Planning & Accountability

UNIT ASSESSMENT > Plans & Results

Accreditation - Oversight of the University's Regional Accreditation

OUTCOME | ASSESSMENT METHOD | RESULTS & ANALYSIS

* denotes a required field.

Outcome Name ⓘ *

Accreditation - Oversight of the University's Regional Accreditation

Outcome ⓘ *

Meet set milestones to prepare the decennial SACSCOC's Compliance Certification Report (CCR) for reaffirmation of accreditation.

Area of Emphasis ⓘ

Administrative Services ✕ | v

Strategic Priorities ⓘ

Responsible Stewardship ✕ | v

Goal ⓘ

Operations & Sustainability ✕ | v

Outcome Start Date *

07/01/2018

Outcome End Date *

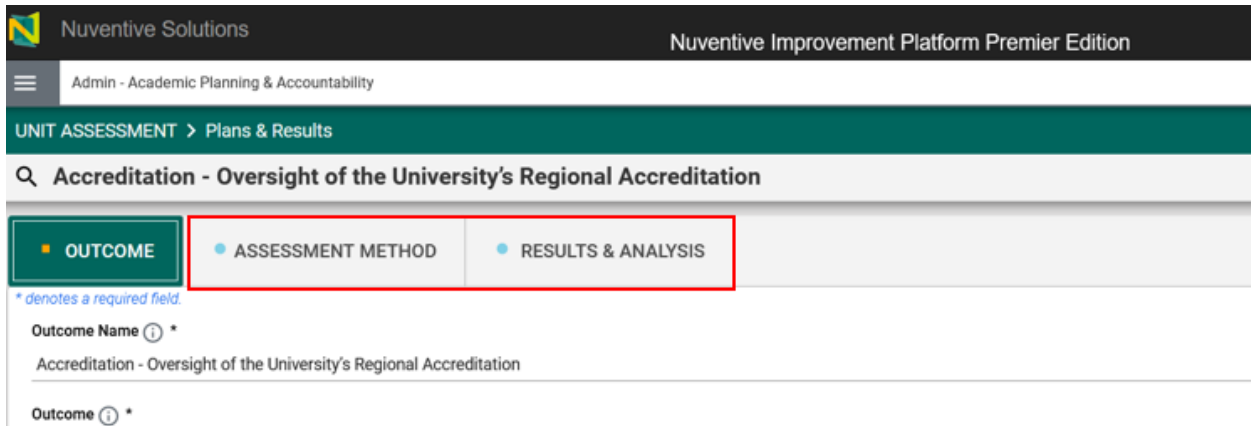
06/30/2030

Outcome Status *

Active | v

This is a read-only section. To make changes, follow the instructions in the yellow informational box or email us at assess@fiu.edu.

After double-clicking on the outcome card, the navigation to the Assessment Method and Results & Analysis sections will appear.



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Admin - Academic Planning & Accountability

UNIT ASSESSMENT > Plans & Results

Accreditation - Oversight of the University's Regional Accreditation

OUTCOME | ASSESSMENT METHOD | RESULTS & ANALYSIS

* denotes a required field.

Outcome Name ⓘ *

Accreditation - Oversight of the University's Regional Accreditation

Outcome ⓘ *

Assessment Method

The Assessment Method section displays the components of the assessment method established for the outcome (e.g., sampling strategy, minimum criteria for success, etc.).

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Admin - Academic Planning & Accountability

UNIT ASSESSMENT > Plans & Results

Q Accreditation - Oversight of the University's Regional Accreditation

Method Status
View All | v

OUTCOME ASSESSMENT METHOD RESULTS & ANALYSIS

Micro-Credential Survey

Assessment Instrument
Survey (Describe in Detail Below)

Assessment Method
Collect and analyze data on student achievement of student learning outcomes (direct and indirect measures) and satisfaction with the micro-credential (survey).

Sampling
n/a

Minimum Criteria for Success
By the end of 2022-23, the following milestones will be completed:
- Analyze collected student achievement data from Canvas and the Mastery Gradebook identifying any student learning outcome achievement gaps.
- Analyze survey data collected at the end of each micro-credential to identify levels of student satisfaction.
- At least annually, conduct student interviews for each micro-credential and analyze the qualitative data for themes and findings

Method Status
Active

This is a read-only section. To make changes, follow the instructions in the yellow informational box or email us at assess@fiu.edu for assistance.

To filter by Method Status (e.g., to only view active methods for an outcome), use the filter at the top.

Nuventive Solutions

Admin - Academic Planning & Accountability

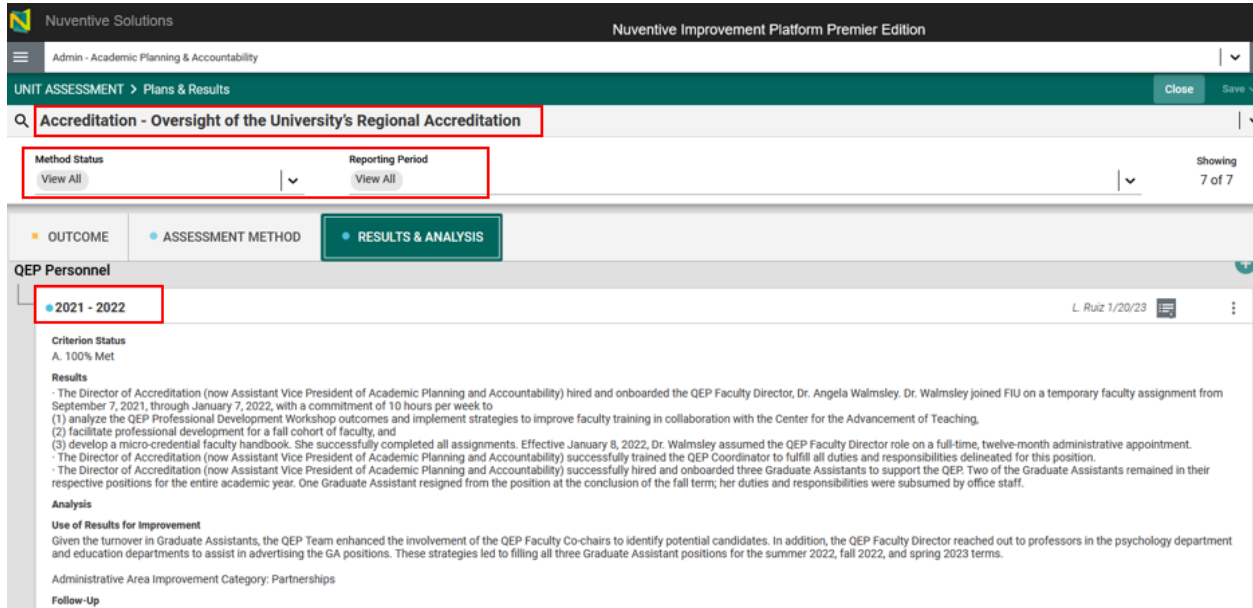
UNIT ASSESSMENT > Plans & Results

Q Accreditation - Oversight of the University's R

Method Status
View All | v

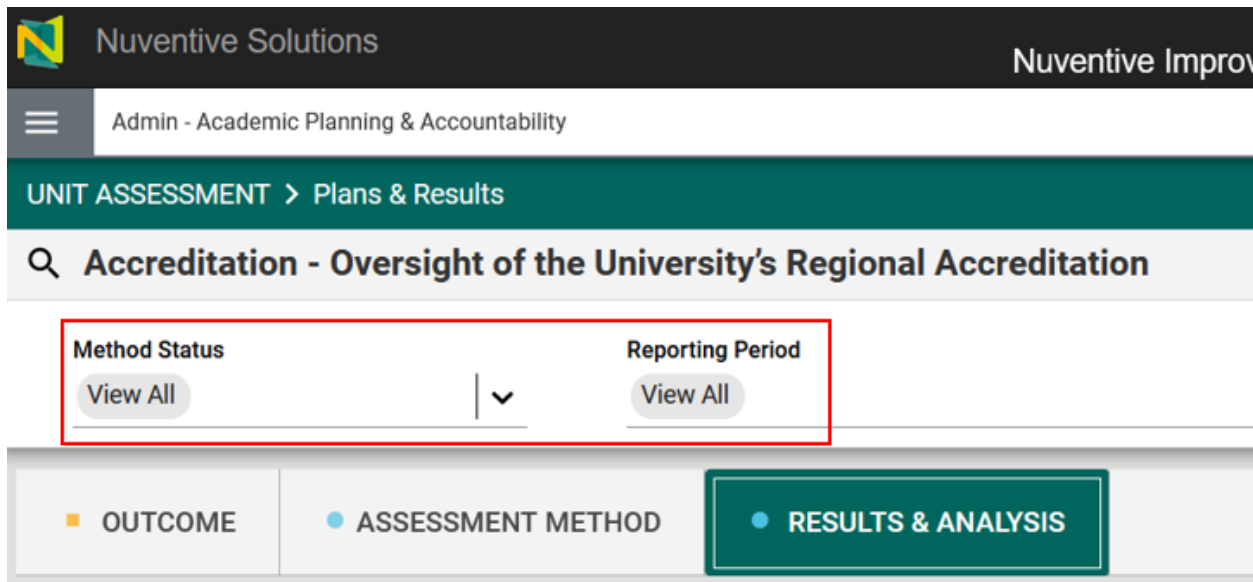
Results & Analysis

The Results & Analysis area is where data per reporting period can be found and where additional data are entered. The outcome is displayed at the top, and filters for Method Status and Reporting Period are available.



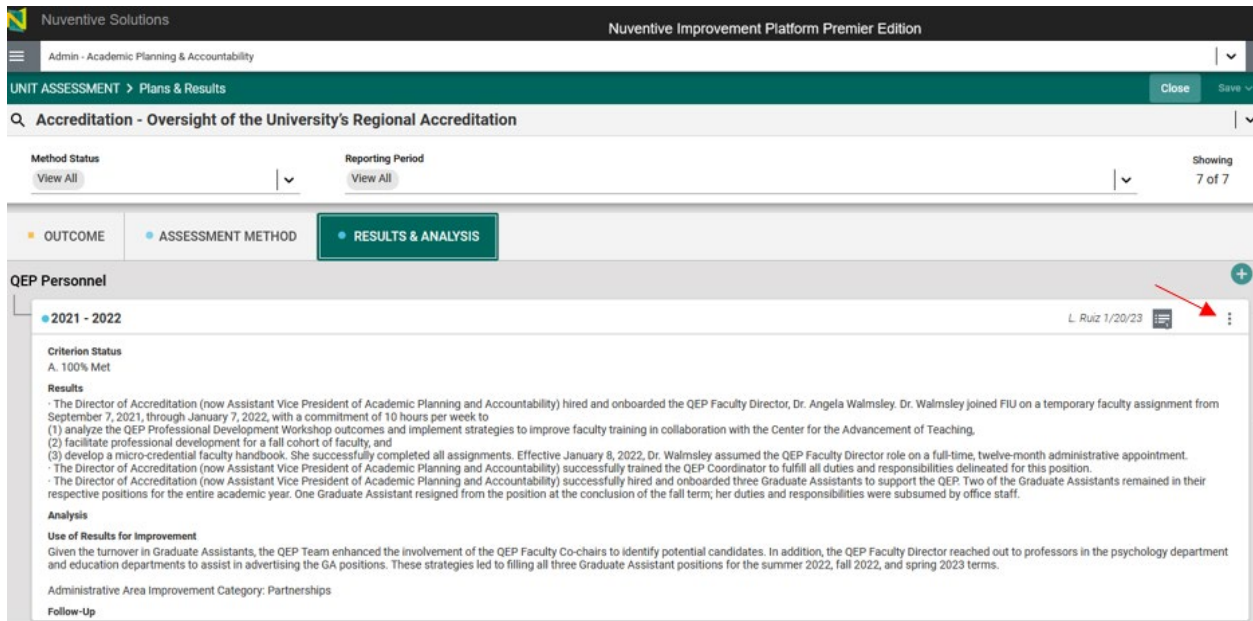
The screenshot shows the Nuventive Solutions interface. At the top, it says "Nuventive Solutions" and "Nuventive Improvement Platform Premier Edition". Below that, there's a navigation bar with "Admin - Academic Planning & Accountability". The main content area is titled "UNIT ASSESSMENT > Plans & Results" and "Accreditation - Oversight of the University's Regional Accreditation". There are filters for "Method Status" (set to "View All") and "Reporting Period" (set to "View All"). Below the filters, there are tabs for "OUTCOME", "ASSESSMENT METHOD", and "RESULTS & ANALYSIS". The "RESULTS & ANALYSIS" tab is active, showing "QEP Personnel" for the "2021 - 2022" reporting period. The content includes "Criterion Status" (A. 100% Met), "Results" (a list of accomplishments), "Analysis", and "Use of Results for Improvement".

To filter by Method Status and/or Reporting Period, use filters at the top of the page.



This screenshot is a closer view of the filters section. It shows the "Method Status" filter with a "View All" button and a dropdown arrow. The "Reporting Period" filter also has a "View All" button and a dropdown arrow. Below the filters, there are tabs for "OUTCOME", "ASSESSMENT METHOD", and "RESULTS & ANALYSIS". The "RESULTS & ANALYSIS" tab is highlighted.

To edit existing data, click on the three vertical dots on the right side of the page and select "Open".



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Admin - Academic Planning & Accountability

UNIT ASSESSMENT > Plans & Results

Q Accreditation - Oversight of the University's Regional Accreditation

Method Status: View All | Reporting Period: View All | Showing 7 of 7

OUTCOME | ASSESSMENT METHOD | RESULTS & ANALYSIS

QEP Personnel

2021 - 2022 | L. Ruiz 1/20/23

Criterion Status: A. 100% Met

Results:

- The Director of Accreditation (now Assistant Vice President of Academic Planning and Accountability) hired and onboarded the QEP Faculty Director, Dr. Angela Walmsley. Dr. Walmsley joined FIU on a temporary faculty assignment from September 7, 2021, through January 7, 2022, with a commitment of 10 hours per week to
 - (1) analyze the QEP Professional Development Workshop outcomes and implement strategies to improve faculty training in collaboration with the Center for the Advancement of Teaching,
 - (2) facilitate professional development for a fall cohort of faculty, and
 - (3) develop a micro-credential faculty handbook. She successfully completed all assignments. Effective January 8, 2022, Dr. Walmsley assumed the QEP Faculty Director role on a full-time, twelve-month administrative appointment.
- The Director of Accreditation (now Assistant Vice President of Academic Planning and Accountability) successfully trained the QEP Coordinator to fulfill all duties and responsibilities delineated for this position.
- The Director of Accreditation (now Assistant Vice President of Academic Planning and Accountability) successfully hired and onboarded three Graduate Assistants to support the QEP. Two of the Graduate Assistants remained in their respective positions for the entire academic year. One Graduate Assistant resigned from the position at the conclusion of the fall term; her duties and responsibilities were subsumed by office staff.

Analysis

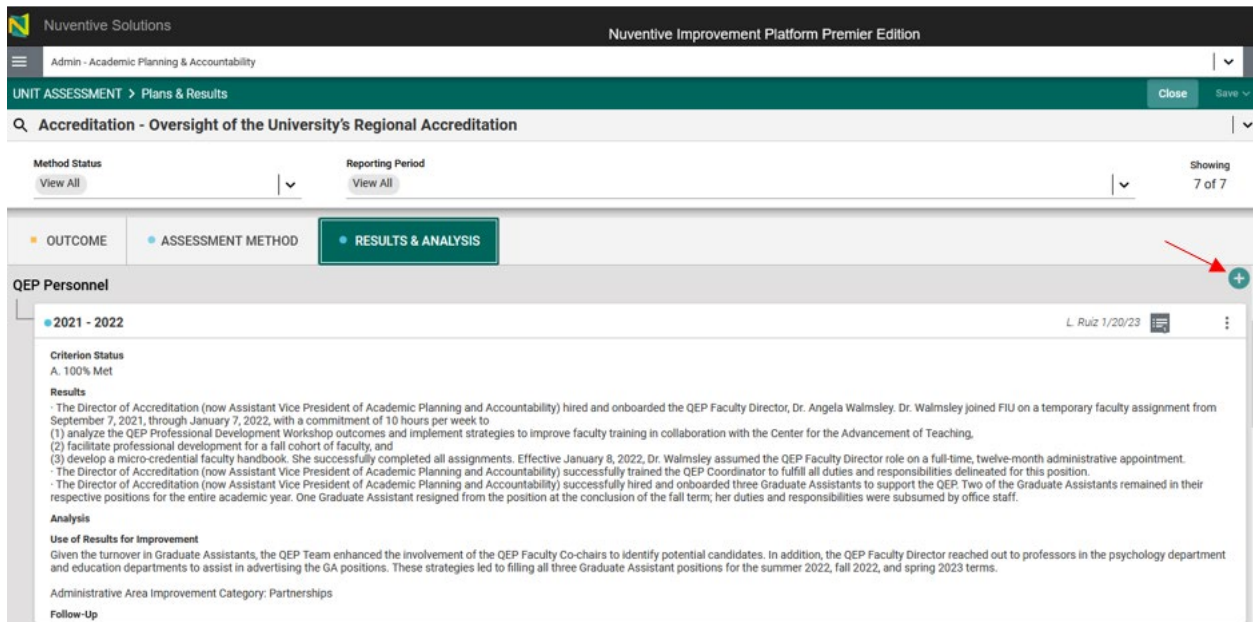
Use of Results for Improvement

Given the turnover in Graduate Assistants, the QEP Team enhanced the involvement of the QEP Faculty Co-chairs to identify potential candidates. In addition, the QEP Faculty Director reached out to professors in the psychology department and education departments to assist in advertising the GA positions. These strategies led to filling all three Graduate Assistant positions for the summer 2022, fall 2022, and spring 2023 terms.

Administrative Area Improvement Category: Partnerships

Follow-Up

To enter data for a new reporting period, click on the plus sign on the right.



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Admin - Academic Planning & Accountability

UNIT ASSESSMENT > Plans & Results

Q Accreditation - Oversight of the University's Regional Accreditation

Method Status: View All | Reporting Period: View All | Showing 7 of 7

OUTCOME | ASSESSMENT METHOD | RESULTS & ANALYSIS

QEP Personnel

2021 - 2022 | L. Ruiz 1/20/23

Criterion Status: A. 100% Met

Results:

- The Director of Accreditation (now Assistant Vice President of Academic Planning and Accountability) hired and onboarded the QEP Faculty Director, Dr. Angela Walmsley. Dr. Walmsley joined FIU on a temporary faculty assignment from September 7, 2021, through January 7, 2022, with a commitment of 10 hours per week to
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Analysis

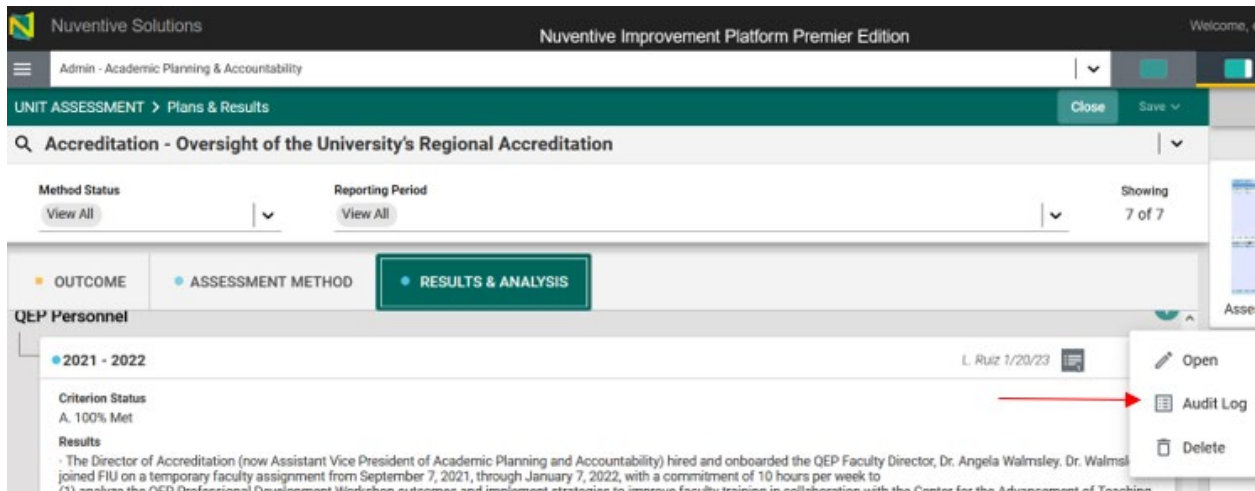
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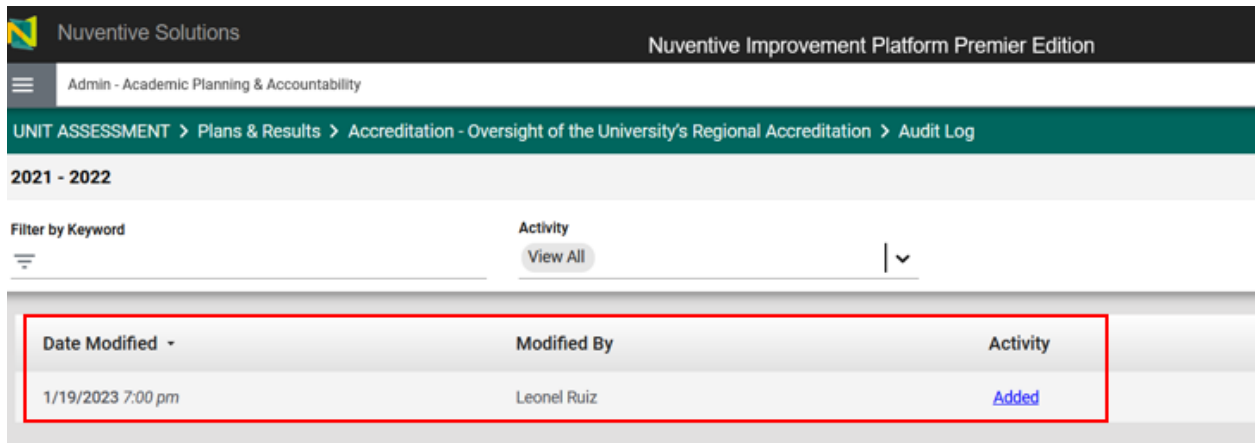
Administrative Area Improvement Category: Partnerships

Follow-Up

To view an audit of changes made to existing data by user, click on the three vertical dots on the right side of the Results card for the corresponding reporting period and select "Audit Log".

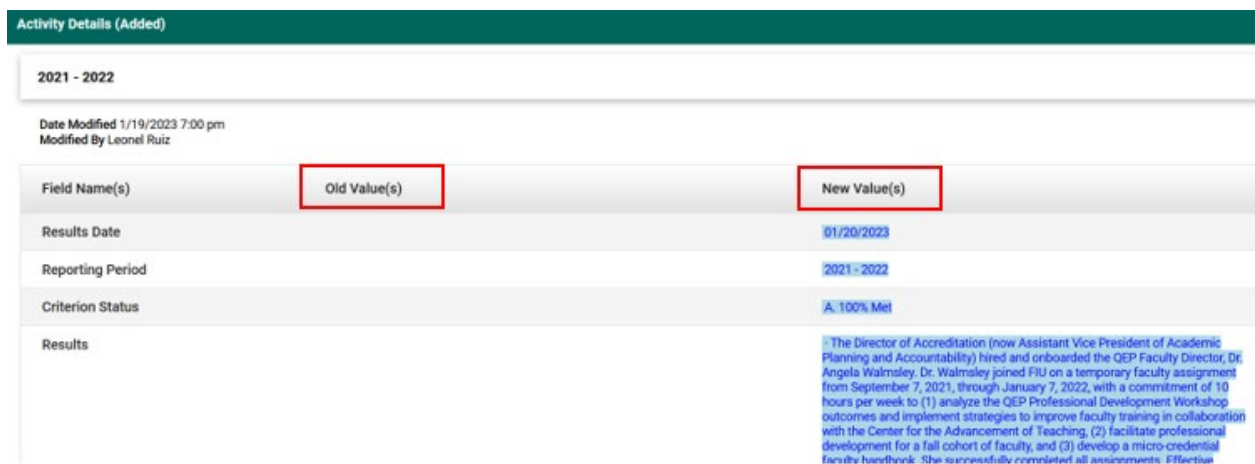


The Audit Log will list the date modifications were made (Date Modified), by whom (Modified By), and what the modification was (Activity).



Date Modified -	Modified By	Activity
1/19/2023 7:00 pm	Leonel Ruiz	Added

Details on modification(s) made may be viewed by clicking the corresponding link within the Activity column.



Field Name(s)	Old Value(s)	New Value(s)
Results Date		01/20/2023
Reporting Period		2021 - 2022
Criterion Status		A. 100% Met
Results		The Director of Accreditation (now Assistant Vice President of Academic Planning and Accountability) hired and onboarded the QEP Faculty Director, Dr. Angela Walmsley. Dr. Walmsley joined FIU on a temporary faculty assignment from September 7, 2021, through January 7, 2022, with a commitment of 10 hours per week to (1) analyze the QEP Professional Development Workshop outcomes and implement strategies to improve faculty training in collaboration with the Center for the Advancement of Teaching, (2) facilitate professional development for a fall cohort of faculty, and (3) develop a micro-credential faculty hourbank. She successfully completed all assignments. Effective

Results

When adding new results, the below fields will generate. All required fields are marked with an asterisk. The light green box at the top can be used to ensure data are being provided for the correct method.

Results for all administrative units are due annually.

Accreditation - Oversight of the University's Regional Accreditation

Outcome: Meet set milestones to prepare the decennial SACSCOC's Compliance Certification Report (CCR) for reaffirmation of accreditation.
Assessment Method Name: QEP Personnel Hide Details ▾
Minimum Criteria for Success: By the end of 2021-22, the following milestones will be completed:
 · Hire and onboard the QEP Faculty Director.
 · Train the QEP Coordinator.
 · Hire and onboard three Graduate Assistants.

RESULTS & ANALYSIS

* denotes a required field.

Results Date *
08/29/2023

Reporting Period ⓘ * ▾

Criterion Status ⓘ * ▾

Results ⓘ *

Analysis *

Results Documents

Document Name	Document Description	
There are no documents attached		

Tables & Charts [Press ALT + 0 for accessibility help](#)

- *Results Date:* Date when Results were entered. Field populates automatically.
- *Reporting Period:* Academic or Fiscal Year of when data were collected.
- *Criterion Status:* Percentage range by which outcome was met, based on minimum criteria for success established.
- *Results:* Data based on established method
- *Analysis:* Insights on data collected (e.g., trend analysis across multiple years).
- *Results Documents:* Documents to support the results provided (e.g., survey completion reports).
- *Tables & Charts:* Images, tables, etc., that display, or further support, results provided.

QUICK TIP: Use the light green box at the top to ensure data are being entered for the correct outcome and method and to look at the previously-established minimum criteria for success.

Accreditation - Oversight of the University's Regional Accreditation

Outcome: Meet set milestones to prepare the decennial SACSCOC's Compliance Certification Report (CCR) for reaffirmation of accreditation.
Assessment Method Name: QEP Personnel
Minimum Criteria for Success: By the end of 2021-22, the following milestones will be completed:
 - Hire and onboard the QEP Faculty Director.
 - Train the QEP Coordinator.
 - Hire and onboard three Graduate Assistants.

Hide Details

RESULTS & ANALYSIS

* denotes a required field

Results Date *

08/26/2023

Reporting Period *

Criterion Status *

Results *

Use of Results

Underneath the Results section will be Use of Results. These are the improvement action(s) that will be implemented (i.e., the plan) the following year. **Use of Results are due annually together with Results.**

USE OF RESULTS

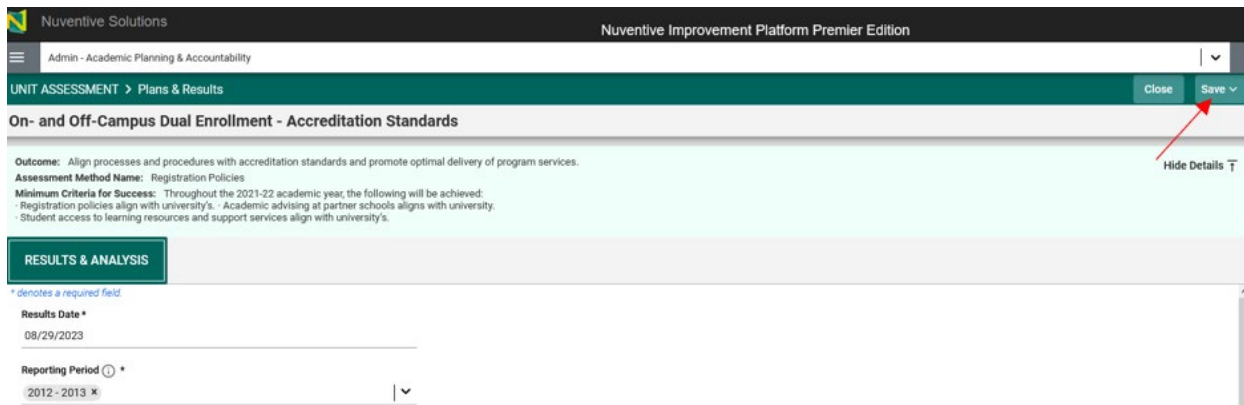
Use of Results Date *

Use of Results for Improvement ⓘ *

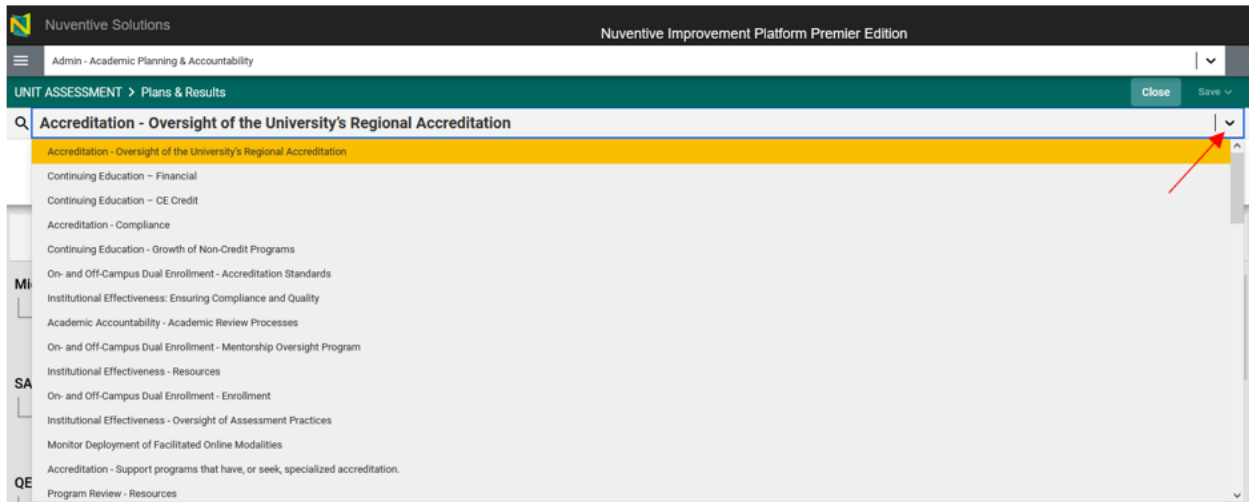
Administrative Area Improvement Category *

| v

Once Results and Use of Results are entered, click on Save at the top right.



QUICK TIP: To switch outcomes (i.e., to enter data for a different outcome), click on the drop-down menu on the right.



Follow-Up

Underneath the Results section will be Follow-Ups. Follow-Ups is the “closing the loop” section where it is discussed whether Use of Results submitted the previous year were implemented and evidence of implementation are provided.

FOLLOW-UP

Follow-ups and evidence are provided one year after Use of Results are entered. Only complete this section if the above Use of Results is what was submitted last year. If this is not the case, please go back to the previous reporting period to enter the Follow-up and Evidence.

Follow-Up & Evidence Date

Follow-Up ⓘ

Follow-Up Evidence Documents

Document Name	Document Description

NOTE: As Follow-Ups are provided one year *after* the Use of Results are submitted, use the Results card of the previous reporting period to submit Follow-Ups (i.e., edit the card of the previous reporting period by clicking on the three vertical dots to the right and scroll down to complete the Follow-Up section). This means that every year:

- 1. Results and Use of Results will be entered into a new card AND**
- 2. The card for the previous reporting period will be edited to add Follow-Ups**

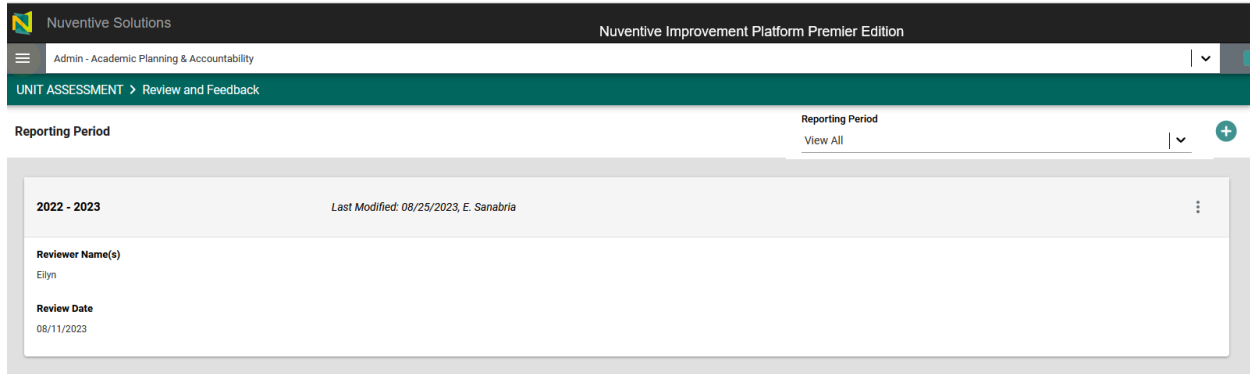
Right-Side Panel Documents

The right-side panel of the Plans & Results section contains links to three documents:

1. *Assessment Template*: Use this template to change outcomes and/or methods.
2. *Assessment Plan*: Report showing all outcomes and methods for the unit. Filter for Outcome Status is available.
3. *Assessment Report*: Report showing the complete assessment report for the unit (outcomes, methods, results, etc.,). Filters for Outcome Status and Reporting Period are available.

Review and Feedback

This section displays scores obtained on the Metric of Assessment Performance (MAP) as well as feedback provided by the Institutional Effectiveness (IE) team on the assessment report, per reporting period.



The screenshot displays the Nuventive Solutions interface for the 'Review and Feedback' section. The header includes 'Nuventive Solutions' and 'Nuventive Improvement Platform Premier Edition'. The breadcrumb trail shows 'Admin - Academic Planning & Accountability' and 'UNIT ASSESSMENT > Review and Feedback'. A 'Reporting Period' dropdown is set to '2022 - 2023', with a 'View All' link and a plus icon. Below this, a table entry for '2022 - 2023' is shown, with 'Last Modified: 08/25/2023, E. Sanabria'. The table content includes:

Reviewer Name(s)
Ellyn
Review Date
08/11/2023

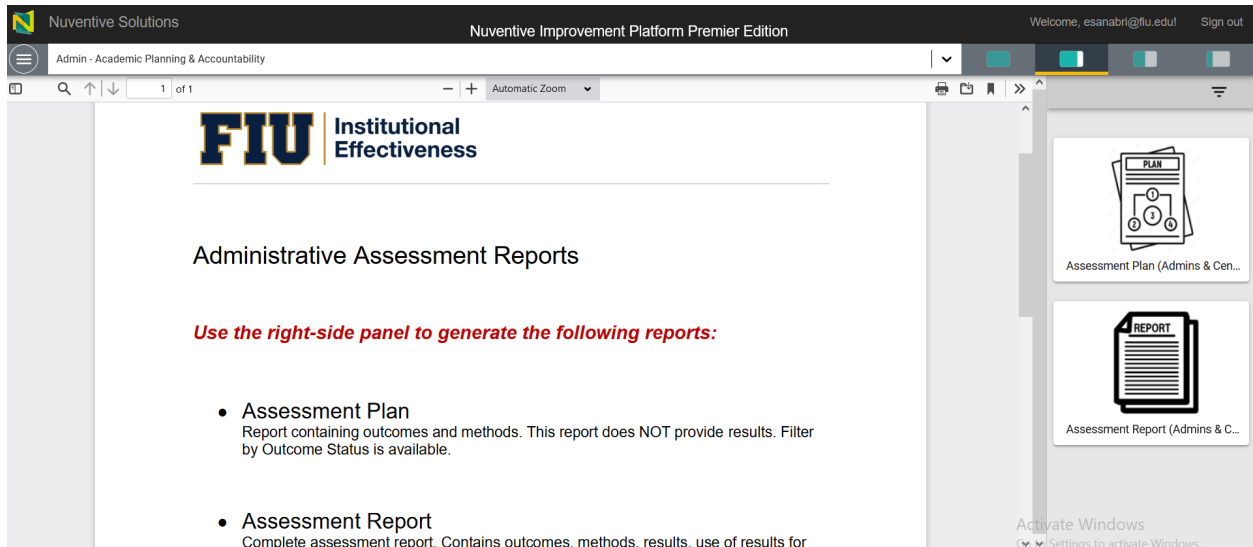
Right-Side Panel Documents

The right-side panel of the Review and Feedback section contains links to two documents:

1. *MAP Rubric*: Blank Metric of Assessment Performance rubric
2. *Admin Review & Feedback Report*: Report containing scores and feedback from the IE team. Filter is available for Review Cycle.

Section 7: Reports

The Reports section allows the creation of reports for the unit.



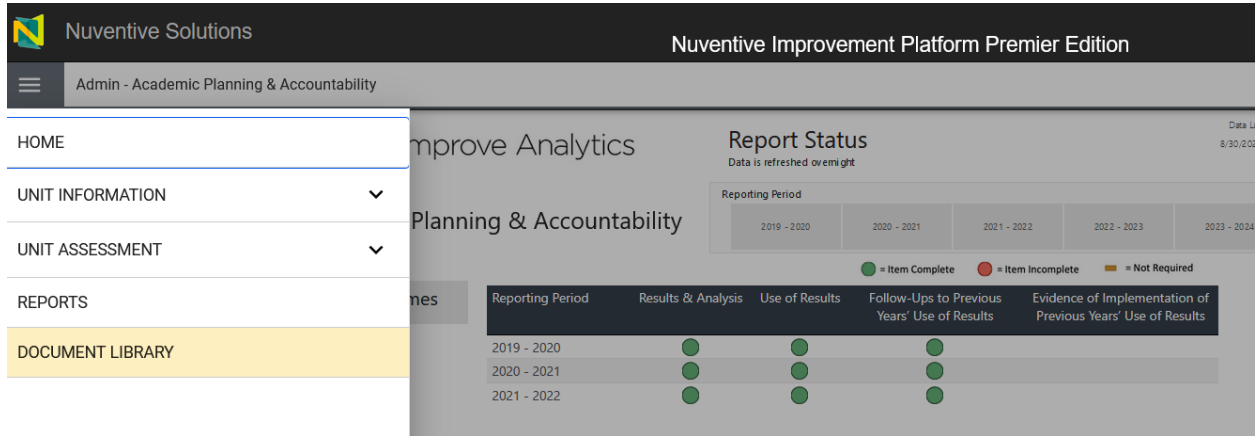
Right-Side Panel Documents

The right-side panel of the Review and Feedback section contains links to two documents:

1. *Assessment Plan*: Report showing all outcomes and methods for the unit. Filter for Outcome Status is available.
2. *Assessment Report*: Report showing the complete assessment report for the unit (outcomes, methods, results, etc.). Filters for Outcome Status and Reporting Period are available.

Section 8: Document Library

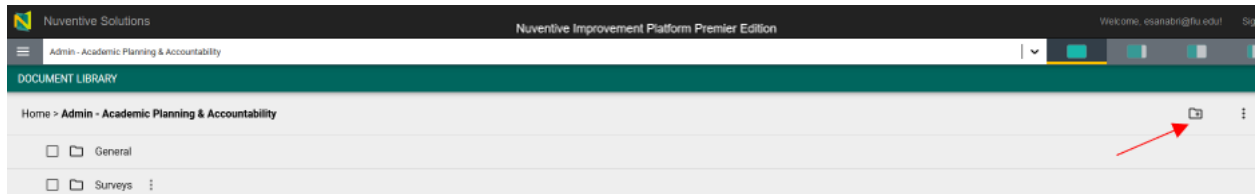
The Document Library section houses all documents uploaded onto the report (e.g., evidence documents).



The screenshot shows the 'Report Status' section of the Nuventive Improvement Platform Premier Edition. The interface includes a navigation menu on the left with 'DOCUMENT LIBRARY' highlighted. The main content area displays a table of report status data for three reporting periods: 2019-2020, 2020-2021, and 2021-2022. The table columns are 'Reporting Period', 'Results & Analysis', 'Use of Results', 'Follow-Ups to Previous Years' Use of Results', and 'Evidence of Implementation of Previous Years' Use of Results'. A legend indicates that green circles represent 'Item Complete', red circles represent 'Item Incomplete', and yellow squares represent 'Not Required'. All items in the table are marked as 'Item Complete'.

Reporting Period	Results & Analysis	Use of Results	Follow-Ups to Previous Years' Use of Results	Evidence of Implementation of Previous Years' Use of Results
2019 - 2020	●	●	●	●
2020 - 2021	●	●	●	●
2021 - 2022	●	●	●	●

Folders can be created to maintain files organized.



The screenshot shows the 'DOCUMENT LIBRARY' section of the Nuventive Improvement Platform Premier Edition. The interface includes a navigation menu on the left with 'DOCUMENT LIBRARY' highlighted. The main content area displays a list of folders: 'General' and 'Surveys'. A red arrow points to a plus sign icon in the top right corner of the folder list, indicating the option to create a new folder.