

## Assessment Report Checklist

### Assessment Measures

- Should...
  - Assessment measures should be designed to yield **meaningful, actionable** data that can **lead to improvements**.
  - Be directly related to the outcome
  - Address all aspects of the outcome over time
  - Provide measurable results
  - Provide adequate data for analysis
  - Provide actionable data
  - Focus on student work at or near graduation
- Outline a systematic way to assess the outcome
- Include the following details:
  - **What** will be collected
  - **When** the data will be collected
  - **What** assessment tool will be used
  - **How** will the data be collected