Assessment Planning in SAM
1. Navigate to SAM.
2. Plan program assessments.
3. Gather data.
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2. Plan program assessments.
3. Gather data.
Assessment

Assessment is ongoing at USF and is linked to the broader enterprise of continuous quality improvement, which is driven in part by requirements of our regional accreditor, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), and the Florida Board of Governors (FLBOG). The Institutional Effectiveness and Planning unit oversees and facilitates the process of assessment, including the integration of assessment into annual administrative unit reviews and annual reporting and budget processes.

System for Assessment Management (SAM)

Search for “USF SAM” at
Assessment

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System for Assessment Management (SAM)
Log in.
Single sign-on is required.
Request access if needed.
Access plans from your home page.

<table>
<thead>
<tr>
<th>Administrative</th>
<th>View / Edit</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 assessments are available to you for the 2020 Planning cycle.</td>
<td></td>
</tr>
<tr>
<td>0 assessments have been reviewed.</td>
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<table>
<thead>
<tr>
<th>Certificates</th>
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<tbody>
<tr>
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<th>Institutes and Centers</th>
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<td>3 assessments are available to you for the 2020 Planning cycle.</td>
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<tr>
<th>Majors</th>
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<tr>
<th>Student Support Services</th>
<th>View / Edit</th>
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<tbody>
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<td>1 assessment is available to you for the 2021 Planning cycle.</td>
<td></td>
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<tr>
<td>0 assessments have been reviewed.</td>
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</table>
Or choose from the Assessments menu.
1. Navigate to SAM.
2. Plan program assessments.
3. Gather and analyze data.
5. Use results for improvement.
Select the year.
View plans.
Export plans.
Write or edit your plan.
Check the year of the assessment cycle.
Include the program mission statement.
Undergraduate degree programs upload a current curriculum map.
<table>
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<tr>
<th>Goal 1: Not Assigned</th>
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- write
- assign

Write and assign goals.
Required Goals

Undergraduate Programs
- Disciplinary Content
- Critical Thinking
- Communication

Graduate & Certificate Programs
- One or more
Check, edit and/or add student learning outcomes to assess this year.
Edit current assessment methods or develop new ones as needed.
Set high expectations for performance targets. (Two targets are useful: one for program accountability and another for improvement purposes).
Save your work.
Update your summary of methods.
Submit your plan.
### SAM Interface

**Assessment Cycle:** 2020 Reporting

**Review Status**
- All
- Report Not Reviewed

**Last Review**
- All
- NO REVIEW

**Options**
- Export
- Reset

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**Feedback View**

View feedback.
1. Navigate to SAM.
2. Plan program assessments.
3. Gather data.
Gather data.
Edit all student learning outcomes to report and use results for improvement.
Let us know how we can help.

Hennadii Balashov
Compliance and Statistical Data Analyst, Institutional Effectiveness
balashov@usf.edu