

# **Program SLO Assessment for Computer Information Systems**

Students will demonstrate a competency in office applications programs while acquiring an in-depth proficiency in spreadsheets, databases or web programming.

## **PLANNING**

### **Assessment**

#### **Describe the Planned Program SLO Assessment**

Students will be given production exams in each of the major office application packages in CIS 13. The application exams will be analyzed first for consistency of concepts tested. Secondly, student successes and limitations in basic skills for each office application will be determined from each exam. The basic skills tests measure competence in each area. Additionally, students will be tested in advanced courses in more specificity and complexities in the use of Excel, Access or Web Programming to determine proficiency.

### **Standards or Rubric**

#### **Describe the standards you will use to determine success in your assessment**

Office application tests for Word, Excel and Access will be given by all faculty. Although the specific skills taught may vary by year, the basic skill set as determined by both academic and industry standards will be tested each semester. A success will be that all students taking each test in each application, are able to score a 75 or above in Word and Access and a 70 or above in Excel. In advanced classes in spreadsheets, databases and web programming, students will need to show a 75 percent success rate on lab projects and exams to be deemed successful. Advanced classes in each of these areas are designed for the more progressed students to develop a more in-depth skill set and also be able to apply the relevant skills to a standard business application.

### **Assessment Leaders**

Thompson, Jacquelyn  
Vacca, Pat  
Barton, Richard

### **Location and Semester**

**Semester of Current Assessment:** Spring 2010

**Campus of Assessment:** El Camino College

**Semester of Next Planned Assessment:** Spring 2014

### **Linking Course Assessments**

No Course SLOs have been matched to this Program SLO

## **REPORTING**

### **Assessment Data**

#### **Provide the survey or assessment data.**

The results varied by application but generally, 78 percent of all students were considered competent in application software as a whole. However, students did better in WORD and

ACCESS then in EXCEL. This may be the result of minimal math skills and a lack of a math requirement for the class.

Students tested in Word 390 Average Grade 84

Students tested in Excel 341 Average Grade 72

Students tested in Access 227 Average Grade 78

### **Observable Patterns**

#### **Summarize the patterns observed in the data.**

Of those students who pursued an additional software courses in pursuance of a certificate, 80 percent of those completing the course are considered to be proficient as determined by test and projects assigned. In each case only one faculty member taught in each advanced area so standardization across sections was inherent in the tests and grading.

### **Implications and Future Directions**

#### **What are the implications of the data? How should the institution as a whole or related programs act on the data?**

Other than some deficiency in math skills apparent in the use of EXCEL, no gaps were evident at this time. A math requirement for the class will be considered.

More open lab times would help unprepared students to succeed.

### **Additional Attached Files**

No Additional Files have been attached