El Camino College/Compton Center

Status Reports (Evaluation) for
Submitted Plans

Menu-Click here for choices ☑
 	
 Donna Manno   System Admin
 	
 Plan: 694   Submitted: 12/20/2011
 2012-13 Program Plan
 Program: Staff Development
 Unit: Human Resources Unit
 Area: Human Resources
 	
 Change to edit mode.
 	
 Update goal/objective status.
 	
 This plan has been **submitted**.
 	
 Index
 (click on an item to view that section)
 	
 Title
 Mission Statement
 Overarching Outcomes
 Characteristics, Outcomes, and Trends
 Strengths and Weaknesses
 Opportunities and Challenges
 Evaluation of Performance
 3-5 Year Strategic Directions
 Goal 1
    Objective 1.1
    Objective 1.2
    Objective 1.3
 Goal 2
    Objective 2.1
    Objective 2.2
 Appendix A
 Participation
	Instructions
	
	 Only the person assigned as "manager" of a program can submit status reports.
	
	 Status
	 The screen to the left is what you will see when you open a 2012-13 submitted plan.
	
	 Select status to do updates to your goals and objectives. Navigate to a goal/ objective and use the drop down box to update the status.
	
	 Use the <u>Comment</u> link for narrative. **Note:** Before entering information please insert date, i.e. 12/12/12. Dates are needed for tracking purposes and are not automatically inserted.
	
	 Status must be done twice a year—January 31 and the final status report no later than July 31.
	
	 Edit mode is used to make any corrections or additions to plans that have been submitted. Edit mode <u>should not</u> be used for plan updates.