

STUDENT LEARNING OUTCOMES ASSESSMENT REPORT

<i>A. Title of Student Learning Outcome (SLO)</i>	Complete standard, industry real estate forms
<i>B. SLO Type</i>	<input checked="" type="checkbox"/> Course-Level <input type="checkbox"/> Program-Level

Section 1: SLO and Assessment Proposal

Directions: Complete this section to propose an SLO statement and accompanying assessment instrument and rubric.

<i>1A. Date Section 1 Completed</i>	November 1, 2007		
<i>1B. Contact Personnel</i>	<u>Names:</u>	<u>Extensions:</u>	<u>Email Addresses:</u>
	Dr. Donna Grogan	3786	dgrogan@elcamino.edu
<i>1C. Additional Personnel</i>			
<i>1D. Division and Department Information</i>	<u>Division:</u>	<u>Program or Department:</u>	<u>Course(s):</u>
	Business	Real Estate	RE 13, RE19, RE21, RE25, RE40
<i>1E. Proposed SLO Statement</i>	Complete standard, industry real estate forms.		
<i>1F. Proposed Assessment Instrument or Mechanism</i>	California Association of Realtors® (CAR) or Office of Real Estate Appraisal (OREA) or similar standard, industry forms		
<i>1G. Sections Targeted for Assessment</i>	10% sampling of total department offerings of above courses during the current semester		
<i>1H. Timeline for Assessment</i>	By 4 th month of each semester		
<i>1I. Rubric and Primary Traits</i>	Given completion of RE11 or student holding a real estate license, "A" work will demonstrate completion of all assigned forms with no more than one error or omission, "B" work will contain no more than 3 errors or omissions, "C" work will demonstrate no more than 5 errors or omissions, "D" work will have more than 5 but less than 10 errors or omissions, and "F" work will be real estate forms with more than 10		



	errors or omissions.
<i>1J. Resources Needed for Assessment</i>	Access to forms, instructor assignment of data to complete on the standard, industry professional forms
<i>1K. Additional Notes/Comments</i>	None

After filling out section 1, please save this document and submit it to slo@elcamino.edu (for our records) as well as to your division. Approval is not needed before proceeding to the assessment phase. After assessing the SLO, please continue to section 2 on the same form.



Section 2: Report of Assessment Results

Directions: Complete this section to report results of the assessment described in Section 1.

<i>2A. Date Section 2 Completed</i>	
<i>2B. Description of the Data</i>	<p>Check all that apply:</p> <p>1. <input type="checkbox"/> Formative Evaluation <input type="checkbox"/> Summative Evaluation</p> <p>2. <input checked="" type="checkbox"/> One-Time <input type="checkbox"/> Multiple-Step</p> <p>3. <input type="checkbox"/> Direct Evidence <input type="checkbox"/> Indirect Evidence</p> <p>4. <input type="checkbox"/> Qualitative <input type="checkbox"/> Quantitative</p> <p><i>Narrative Description of Data:</i></p>
<i>2C. Report of Data</i>	
<i>2D. Projected Deadline for Submission of Data Analysis</i>	
<i>2E. Additional Notes/Comments</i>	

After filling out section 2, please save this document and submit it to slo@elcamino.edu (for our records) as well as to your division. Approval is not needed before proceeding to the reflection phase. To analyze the assessment results, please continue to section 3 on the same form.

Section 3: Reflection on Assessment Results

Directions: Complete this section to reflect on the results of the assessment of the SLO.

<i>3A. Date Section 3 Completed</i>	
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3B. What were the most important findings from the data?

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3C. What changes can be made to address these implications (e.g. changes to the program, curriculum, teaching method, etc.)?

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3D. What resources are needed to make these changes?

3E. Next time this assessment is performed, what changes need to be made to the SLO statement, assessment, rubric, or method to get better results?

3F. How does this SLO tie a) to any program-level SLOs (for course-level SLOs) or b) to institutional core competencies (for course- or program-level SLOs) or c) general education outcomes (for course- or program-level SLOs)?

3G. What is the projected semester for this assessment to be performed again?

3H. Are there any additional comments?

After filling out section 3, please save this document and submit it to slo@elcamino.edu as well as to your division office. Congratulations! You've now completed an entire student learning outcomes assessment cycle.

