

Seaport 3: Assessing Achievement of SLOs

Qualitative Notes

Instructors are to enter in SLO qualitative notes for each SLO associated with their course (course-level, program-level, and institutional-level). After reviewing the SLO statistical results, instructors should make note of any needed changes to course instruction, assessment, resources, or staffing to improve future outcomes. Include any additional comments that would be relevant to departmental curriculum, planning, and budgeting discussions to improve student learning outcomes. The deadline to enter these notes is the same deadline for submitting final grades.

Follow the steps below to enter the qualitative notes.

1. First enter a course and then from the left navigation menu, select **Student Learning Outcomes** (Figure 1).

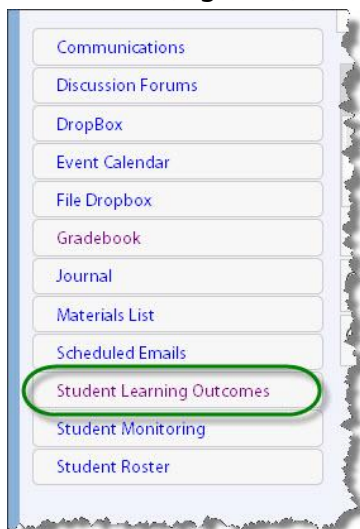


Figure 1

2. Select **Section SLOs** (figure 2).

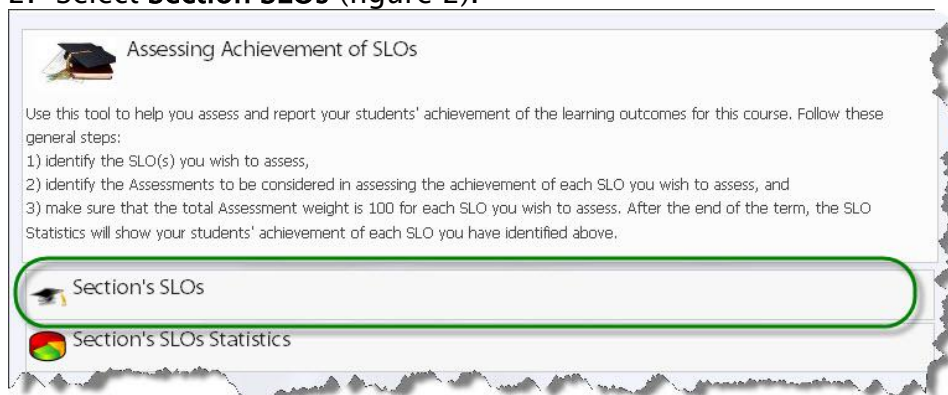


Figure 2

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3. Locate the desired SLO and click **Qualitative Notes** (Figure 3).

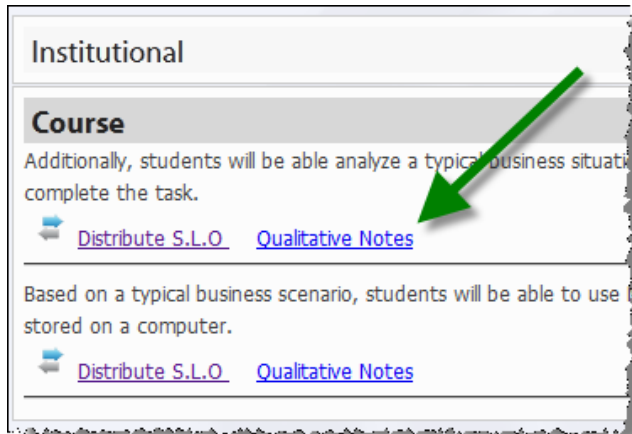


Figure 3

4. A pop-up window will appear (Figure 4). Enter your notes directly in the text box.

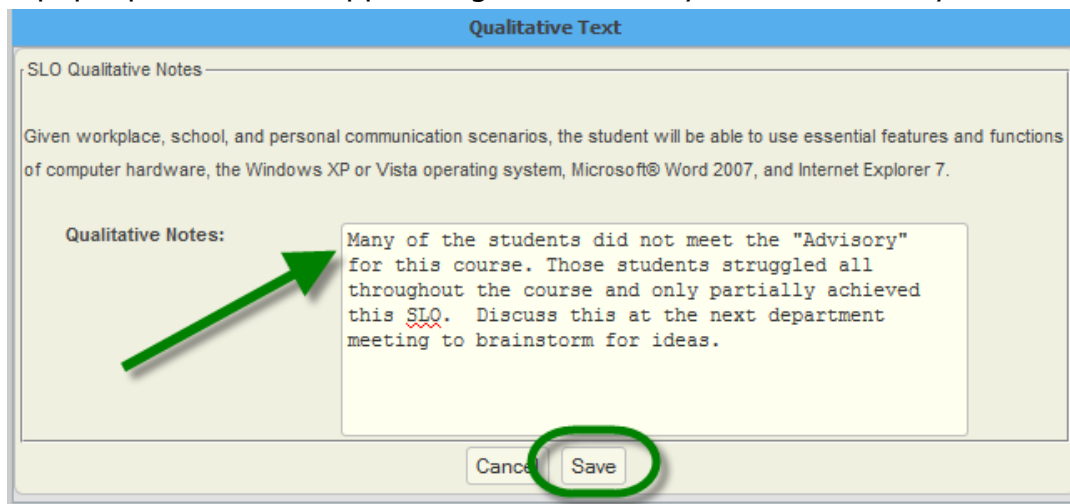


Figure 4

5. When you are finished, click Save (Figure 4).