INSTRUCTIONS

Core Assessment Overview

Each Core course instructor is responsible for developing and administering an assignment (or collection of assignments) that aligns with the appropriate Core Area learning outcomes. The UK Core Education Committee (UKCEC) examines assessment data to determine the extent to which students achieved Core learning outcomes. Additionally, the University submits an annual report to the Kentucky Council on Postsecondary Education (CPE), and assessment results are used as evidence for compliance with our regional accreditor, Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Principles of Accreditation--to seek improvement based on assessment data.

Detailed instructions on importing and mapping outcomes begin on Page 2.

Below are guidelines to consider when deciding which assignment(s) to include for UK Core assessment.

The mapped assignment(s) should:

- Provide observable evidence of student achievement that can be evaluated using the standardized rubric(s) for the corresponding area(s).

Ideally, instructors are encouraged to:

- Limit the number of assignments mapped for a given course section to one assignment. If instructors map more than one assignment (three max), the student's highest score for each outcome will be recorded.

- When possible, select assignment(s) that address all program student learning outcomes for the UK Core area(s) for which the course has been approved.

- Select an assignment (or assignments) located at or near the end of the course to provide evidence of "exit-level" proficiency for the learning outcomes.

- Choose an assignment (or assignments) that provides the best evidence for the learning outcomes. For example, a recorded presentation offers stronger evidence of oral communication outcomes than a multiple-choice exam.
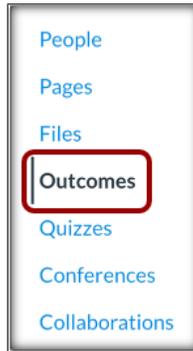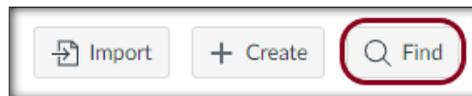
How do I find UK Core learning outcomes in Canvas?

After logging into your UK Canvas account, follow these steps to find learning outcomes in Canvas.
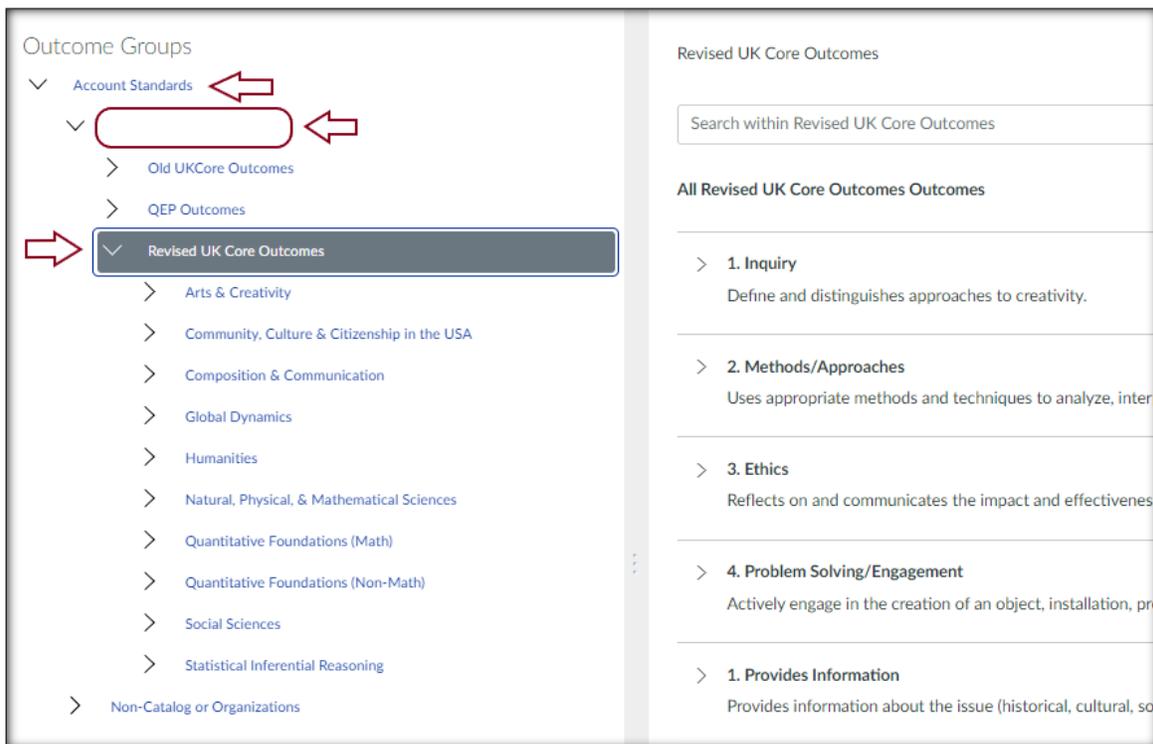
Step 1: Open 'Outcomes' in the navigation menu of your course shell.

Step 2: Click the 'Find' button in the upper right corner.

Step 3: Under 'Outcome Groups,' select 'Account Standards' > 'Blank Option' > 'Revised UK Core Outcomes.'

Step 4: Click your course's Core area from the options listed below 'Revised UK Core Outcomes' and select 'Add All Outcomes' in the upper right corner.

Add All Outcomes

After adding all outcomes, click 'Done' in the lower right corner; this returns you to the course shell.

How do I map UK Core learning outcomes to assignments?

NOTE: Steps 6 and 9 vary depending if the assignment has an attached rubric in Canvas. If your assignment has an attached rubric, please only read the step labeled 'ATTACHED RUBRIC.' If your assignment does not have an attached rubric in Canvas, please only read the step labeled 'NEW RUBRIC.'

Step 5: In the 'Assignments' tab of the navigation menu, find and open the assignment chosen for Core assessment. For this tutorial, I am using 'Final Paper.'
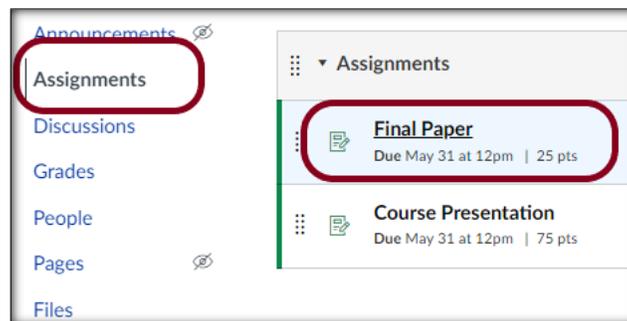
Step 6 (NEW RUBRIC): If the assignment does not have a rubric in Canvas, click '+ Rubric.'
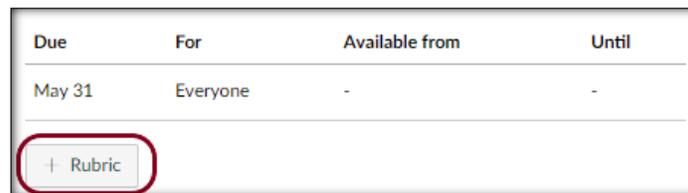
Step 6 (ATTACHED RUBRIC): If the assignment does have a rubric in Canvas, click the edit pencil icon.
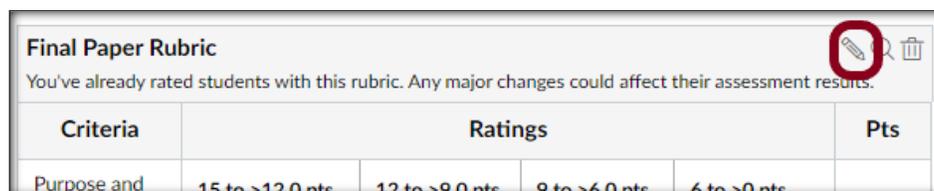
Step 7: Click 'Find Outcome.'

Step 8: Open your Core area's folder and select the outcome you want to map to your assignment. Make sure the box labeled 'Use this criterion for scoring' is unchecked and click 'Import.'

NOTE: Unchecking 'Use this criterion for scoring' ensures the outcome's points are not included in the assignment's point total.

NOTE: If you are adding all outcomes to one assignment, repeat Steps 7 and 8 (i.e., Find Outcome > Import) until every outcome is added to the assignment rubric.

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Step 9 (NEW RUBRIC): After adding the outcomes to the assignment, 1) delete the blank criterion at the top of the rubric; 2) make sure all the circled boxes are unchecked; and 3) 'Create Rubric.'

Step 9 (ATTACHED RUBRIC): After adding the outcomes to the assignment, click 'Update Rubric.'

How to confirm your course is successfully mapped?

Step 10: Click 'Outcomes' in the navigation menu and then 'Alignments.' The page should list the outcomes added to the course and the mapped assignment(s).

Contact Information

Office of Strategic Planning and Institution Effectiveness:

- Email: ospie@uky.edu

- Website: https://ospie.uky.edu/

Justin Johnson, Data & Assessment Analyst:

- Email: justin.johnson@uky.edu