

**COURSE SLO ASSESSMENT REPORT, SCC**

Department: Business Course: 222

Year: 2013 Semester: Fall

1) Outcome to be assessed	2) Means of assessment and criteria of success	3) Summary of data collected	4) Analysis of data	5) Plan of action/what to do next
Students will develop skills in planning, writing, speaking, and listening techniques essential to effective business communication.	One section: exam consisting of 25 M/C questions, plus 5 in-class graded assignments. Two: sections: Exam, consisting of 30 M/C questions and three essays. The criterion for successfully meeting the SLO is that 70% of students score 60% or better on the assignment(s).	A total of 83 students were surveyed. Of the 83 students surveyed, 94% of the students (78) correctly completed the assessment with a grade of 60% or better. With 94% of the students meeting this SLO, we consider it successfully met.	With over 90% of our students successfully completing the work, students are developing skills in planning, writing, speaking, and listening techniques essential to effective business communication.	Faculty are encouraged to continue to seek ways to improve instruction and assessment, no major correction recommended. The faculty are encouraged to review the questions related to the SLO to ensure that it is the most appropriate method for assessing the SLO
Students will learn to write memos, letters, and reports covering typical business situations.	One section: exam, consisting of 3 business correspondences Two sections: four in-class writing assignments. The criterion for successfully meeting the SLO is that 70% of students score 70% or better on the assignment(s).	A total of 83 students were surveyed. Of the 83 students surveyed, 100% of the students (83) correctly completed the assessment with a grade of 70% or better. With 100% of the students meeting this SLO, we consider it successfully met.	With over 90% of our students successfully completing the work, we are confident that our students are able to write memos, letters, and reports covering typical business situations.	Faculty are encouraged to continue to seek ways to improve instruction and assessment, no major correction recommended. The faculty are encouraged to review the questions related to the SLO to ensure that it is the most appropriate method for assessing the SLO
Students will be able work effectively in teams to present an effective business presentation and report.	All sections: group project, consisting of a research paper and presentation. The criterion for successfully meeting the SLO is that 70% of students score 70% or better on the assignment(s).	A total of 83 students were surveyed. Of the 83 students surveyed, 94% of the students (78) correctly completed the assessment with a grade of 70% or better. With 94% of the students meeting this SLO, we consider it successfully met.	With over 90% of our students successfully completing the work, we are confident that our students are able to work effectively in teams to present an effective business presentation and report.	Faculty are encouraged to continue to seek ways to improve instruction and assessment, no major correction recommended. The faculty are encouraged to review the questions related to the SLO to ensure that it is the most appropriate method for assessing the SLO