

Teaching Learning Center

WEAVE ONLINE: PREPARING FOR SACSOC

We in the TLC are here to make every effort to pass on what we have learned about inputting all of your Student Learning Outcome and assessment data into WEAVE Online. Here is a step by step guide to help make this process as easy as possible. As always, feel free to drop in and receive one on one assistance.

Accessing WEAVE Online

1. Open a browser and navigate to <http://app.weaveonline.com/cedarvalleycollege/index.aspx>
2. Enter your **WEAVE Online ID** (the first initial of your first name along with your last name, Jane Smith's ID would be jsmith)
3. Enter your password (if it's your first time to login, your password will be the initial of your first name, the first initial of your last name and the word temp, Jane Smith's password would be jstemp)
4. Click the login button and you will be prompted to change your password.

Inputting your Student Learning Outcomes

Under **Cycle and Entity Selection**, select the desired cycle and entity/class into which you wish to add your first SLO (the current cycle is the default).

Outcomes/Objectives

1. Under **Assessment**, click on **Outcomes/Objectives**
 2. Then click the **Add button**.
 3. Enter *one* of your SLO's.
- You must include a condensed description (a few key words) and a full description in the text areas provided.
4. Under **Outcome/Objective Associations - Goals**, click **Add Associations**, if available.
 5. Click all you wish to associate with this outcome/objective.
 6. Repeat these two steps for each of the groups under **Outcome/Objective Associations**.
 7. Enter in any other associations in the text box under **Relevant Associations**.
 8. Under Entry Status, select **Final** if you are sure the entry is ready for review – otherwise, leave **Draft / In-progress** selected. (The data will still be able to be changed regardless.)
 9. Click the **Save** button.

Repeat this process until you have entered all of your **Outcome/Objective** information for your Student Learning Outcomes.

Measures

1. Under **Measures & Findings**, click the **Add** button.
2. Select the type of measure you will be entering from the **Select Source of Evidence** section.
3. Enter in one of your measures for this entity. (This is the method you use to assess your students).
4. Under **Select Related Outcomes/Objectives**, select all the outcomes/objectives you wish to associate with this entry. Please note that you must select at least one.
5. Under **Established in Cycle**, you may change the cycle that this goal was established in. If you have already selected the cycle under **Cycle and Entity Selection**, you should not need to change this.
6. Under **Active through Cycle**, you should not need to change this dropdown box from **Keep Active** unless you know this goal will end at some point.
7. Under Entry Status, select **Final** if you are sure the entry is ready for review – otherwise, leave **Draft / In-progress** selected.
8. Click the **Save** button.

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BLACKBOARD 9 TIPS & TRICKS:

- ◆ Click the **Edit Mode** button to 'off' to see what the student sees.
- ◆ Double arrows (» or «) indicates addition menu options.
- ◆ Double ended arrows (↔ or ⇄) indicate an item can be moved. Simply drag the item to the desired location.
- ◆ This button (☰) also allows you to reorder page element from a drop down menu.
- ◆ If your **Course Menu** is no longer visible, click the arrow (») to the left of the announcements to reopen it.
- ◆ You may easily 'hide' a button rather than deleting it from the **Course Menu**.
- ◆ Add a banner by clicking **Customization** in the **Control Panel**; then click **Style**.



WEAVE ONLINE: PREPARING FOR SACS CONT'D...

9. Click the **Add Achievement Target** button for your measure.
 10. Under Achievement Target, enter your target information in the text box. (Enter what your expectations are for the outcome of the measure).
 11. Under **Established in Cycle**, you may change the cycle that this goal was established in. If you have already selected the cycle under **Cycle and Entity Selection**, you should not need to change this.
 12. Under **Active through Cycle**, you should not need to change this dropdown box from **Keep Active** unless you know this goal will end at some point.
 13. Under Entry Status, select **Final** if you are sure the entry is ready for review – otherwise, leave **Draft / In-progress** selected.
- Repeat this process until you have entered all of your **Measures** and **Targets** for your Student Learning Outcomes.

Findings

1. Under the Achievement Target for one of your measures, click the **Add Finding** button.
 2. Under **Add Finding**, enter your finding information into the text box. (You will enter your 2009-10 data at the end of the semester).
 3. Under **Achievement Target**, select **Met, Partially Met, or Not Met**.
 4. Under Entry Status, select **Final** if you are sure the entry is ready for review – otherwise, leave **Draft / In-progress** selected.
- Repeat this process for each **Finding** you need to enter.
If you encounter any problems contact Timothy Sonnier at ext. 8031 or tsonnier@dccc.edu

“The outstanding teachers use assessment to help students learn, not just rate and rank their efforts.”

-What the Best College Teachers Do

CEDAR VALLEY COLLEGE

Teaching Learning Center

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ARTICULATE STUDIO 9:

Articulate Studio 09 is much like the older version available in the TLC. You are still able to create a PowerPoint, add narration and publish your project to eCampus. Stop by the TLC to experience what the new Articulate Studio 09 has to offer.

- ◆ Record Narrations
- ◆ Add Annotations
- ◆ Sync ‘On-Click’ Animations
- ◆ Import Audio
- ◆ Edit Audio
- ◆ Insert Quizzes
- ◆ Insert Interactive Media
- ◆ Publish to eCampus

Happy Valentines Day!