
Nuventive Improvement Platform Guide

University of Guam
AY2025-2026

Academic and Student Affairs
Office of Institutional Effectiveness
303 University Drive
UOG Station, Mangilao, GU 96923
671-735-2646
www.uog.edu/oie

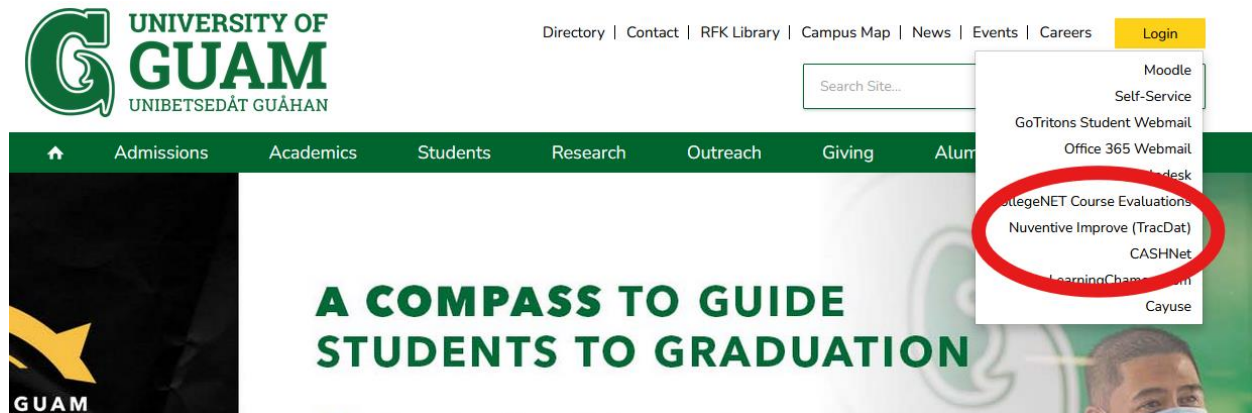


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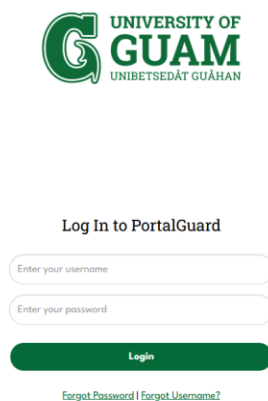
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Accessing Nuventive Improve

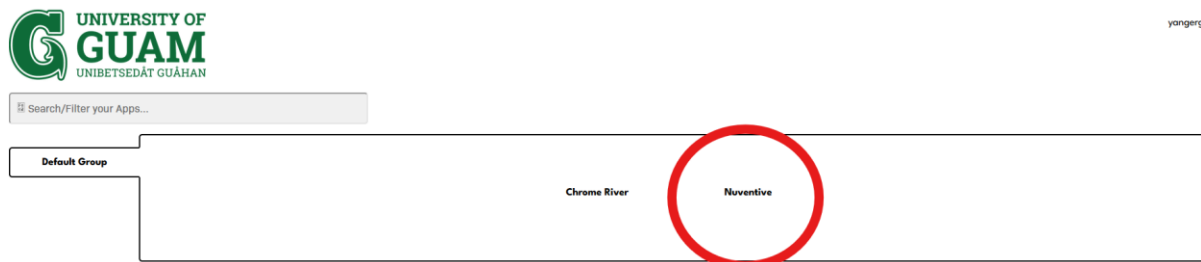
Nuventive Improvement can be accessed through the University of Guam (UOG) website. The Login button at the top right of the page will provide users with a drop-down menu to various UOG systems. Select “Nuventive Improve (TracDat)” to be redirected to the UOG Portal Guard Log In page.



Please contact the Office of Information Technology (OIT) for your login credentials.









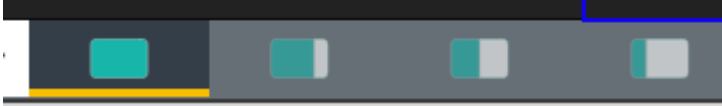

Upon logging in, users must select their name on the top right of the page and select “SSO Portal”. Select Nuventive to access UOG’s Nuventive Improvement platform.



Basic Navigation


Navigation Bar and Icons

Users will see the following set of icons at the top of the Nuventive Improvement page:


 Nuventive Solutions		Welcome, Sign out	
 Program - Sample		 	
Main (Hamburger) Menu			
Unit Drop-Down			
Data View/Split Screen/Documents & Reports			
Instructions			



Unit Drop-Down Menu


Users can locate their program(s) by clicking the drop-down arrow found on the right side of the unit drop down menu. Once selected, the user will see a dashboard of their unit.

 Nuventive Solutions

Welcome, yangerg@triton.uog.edu! Sign out

 Program - Sample

 Nuventive Improve Analytics

Program Assessment Overview
Dataset is refreshed overnight

Data last updated: 8/16/2024 11:09:10 PM

Program - Sample

PLO Status: All

Year(s) to be Assessed: All

Assessment Year: All

Outcome	Assessment Tools	Results
Historical Perspectives		1 1
Oral Communication		1 1
PLO1: Disciplinary Knowledge and Skills		3 7
PLO-2 Research Skills		3 3
PLO3: Analytical Skills		1 1
PLO4: Communication Skills		2 2
PLO5: Ethics and Professionalism		2 2
PLO6: Multicultural Competence		0 0
PLO7: Lifelong Learning and Integration of Knowledge from the Sciences and the Arts		0 0
Sustainability		1 1

Outcomes with Assessment Tool

80.0%

Outcomes with Results

80.0%

Results with Benchmark Met

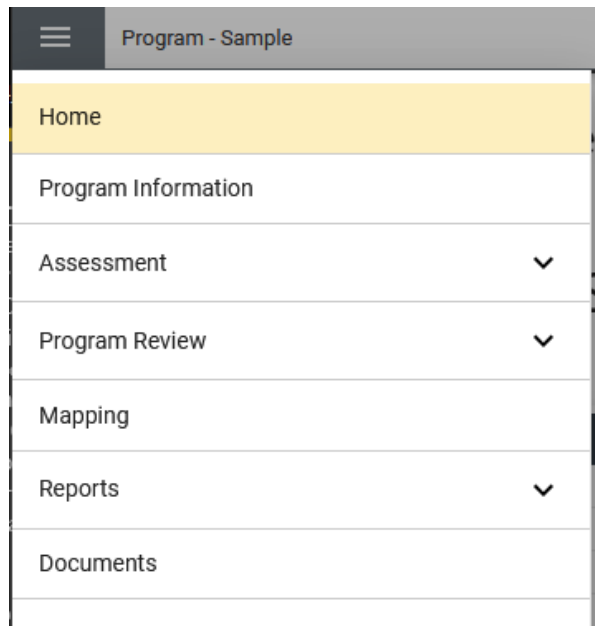
55.6%

Program Assessment Overview

Course Assessment Overview

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Main Menu (Hamburger menu)

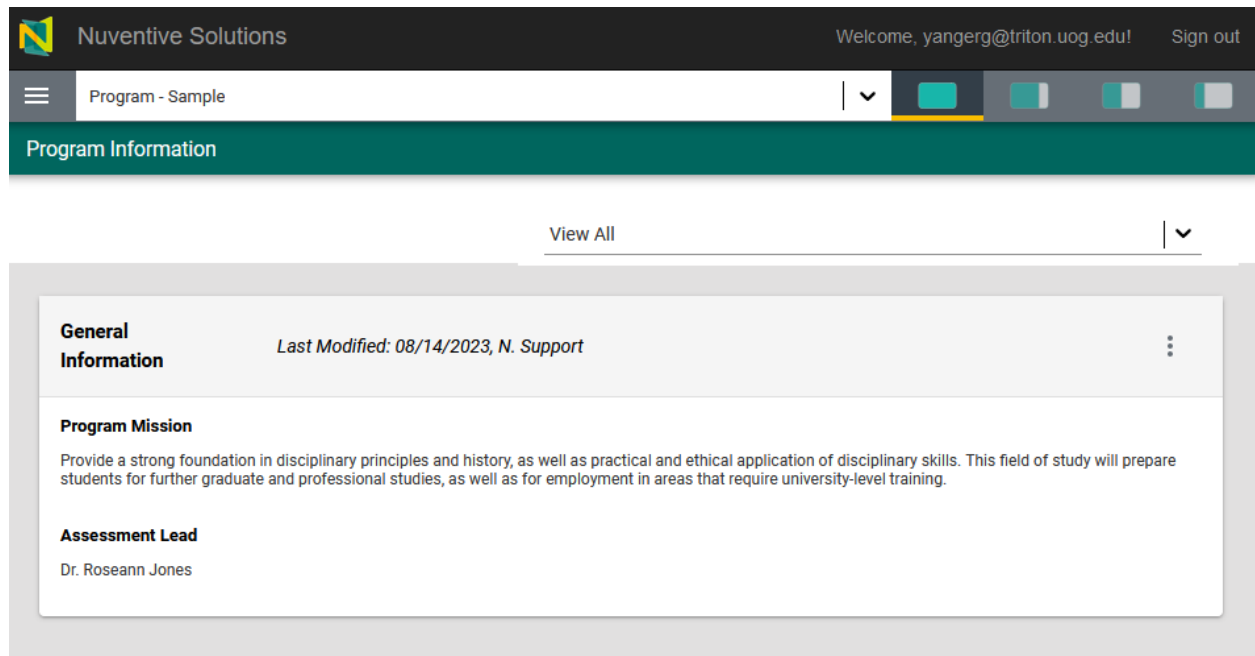


Platform options relevant to your unit can be found in the Main Menu (Hamburger menu). This includes:

- **Home:** The main dashboard view of your unit
- **Program Information:** General information including Program Mission and Assessment Leads
- **Assessment:**
 - o Program Assessment: Program Learning Outcomes (PLO) status and years to be assessed
 - o Course Assessment: Course Outcome status by course
- **Program Review:** Five-year breakdown and rating
- **Mapping:** PLO alignment indicator
- **Reports:** Reports regarding assessment and curricula
- **Documents:** Supporting documents related to your unit

Program Information

The Program Information tab includes information including Program Mission and Assessment Lead.



If there is no information, users will be met with the following image. Simply add the necessary information by selecting the “+” and filling out the required fields.

Program Information

No responses have been entered. Please click the add button + to create a response

Information from this section will be automatically inputted at the beginning of reports generated for this unit.

Program - Sample: Assessment Report	
General Information	
Program Mission	Provide a strong foundation in disciplinary principles and history, as well as practical and ethical application of disciplinary skills. This field of study will prepare students for further graduate and professional studies, as well as for employment in areas that require university-level training.
Assessment Lead	Dr. Roseann Jones

Assessment

Program Assessment

Program Assessment can be found under the Assessment tab. Program Learning Outcomes (PLOs) for each unit have been uploaded and can be seen in this section.

Assessment > Program Assessment

Program Learning Outcomes

PLO Status
View All

Year(s) to be Assessed
View All

Blooms Taxonomy provides examples of action verbs for measurable assessment.

Showing 5 of 5

⋮ PLO #1:

N. Support 8/1/24

⋮

Program Outcome
Graduating anthropology students should successfully demonstrate the ability to understand the current issues and debates in the sub-fields of anthropology.

Year(s) to be Assessed

PLO Status
Active

⋮ PLO #2:

N. Support 8/1/24

⋮

Program Outcome
Graduating anthropology students should successfully demonstrate the ability to utilize the concept of cultures as a fundamental organizing concept of anthropology.

Year(s) to be Assessed

PLO Status
Active

⋮ PLO #3:

N. Support 8/1/24

⋮

Program Outcome
Graduating anthropology students should successfully demonstrate the ability to articulate knowledge of the history and theories of anthropology.

Year(s) to be Assessed

PLO Status
Active

Adding New Program Learning Outcomes (PLOs)

Program Outcomes

PLOs can be added by selecting the “+” icon on the top right of the page.

Assessment > Program Assessment

New Program Outcome

PROGRAM OUTCOME

ASSESSMENT TOOL
DESCRIPTION

RESULTS

* denotes a required field.

Program Outcome Name ⓘ *

Program Outcome ⓘ *

PLO Status *
| v

Year(s) to be Assessed
| v

Start Date

End Date

All fields with an asterisk (*) must be filled out. Program Outcome Name should be formatted as the following example:

PLO #1: Political Systems Analysis

When writing, a pop-up with more information will become visible. This can be closed by clicking the “x” on the right side of the pop-up.

PLO Status *

▼

Active

Inactive

Start Date

PLO status must be either Active or Inactive. All PLOs that are going to be assessed should be set to “Active”. All PLOs NOT set to be assessed this year will be set as “Inactive”.

Year(s) to be Assessed

▼

2024 - 2025

2025 - 2026

2026 - 2027

2027 - 2028

Years to be Assessed should be set to the academic year(s) your unit has assigned for this PLO. Multiple academic years can be selected.

PROGRAM OUTCOME ASSESSMENT TOOL DESCRIPTION RESULTS

* denotes a required field.

Program Outcome Name ⓘ *

test 1

August 2024
August 2024 ▼

Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Start Date

08/20/2024

2025 - 2026 ✕

Program Outcome ⓘ *

test 1

Program Outcome ⓘ *

testertester

PLO Status *

Active

Year(s) to be Assessed

2024 - 2025 ✕ 2025 - 2027 ✕ 2025 - 2026 ✕

Start Date

08/13/2024

End Date

08/28/2024

Start Date and End Date of your PLO are included as optional information. A calendar with month and year drop-down menus will appear. Select the proper dates for each.

Once all required fields are completed, select “Save” at the top right of the page.

Nuventive Solutions

Welcome, yangerg@triton.uog.edu Sign out

Program: Sample

Assessment > Program Assessment

test 1

PROGRAM OUTCOME ASSESSMENT TOOL DESCRIPTION RESULTS

* denotes a required field.

Program Outcome Name ⓘ *

test 1

Program Outcome ⓘ *

testertester

PLO Status *

Active

Year(s) to be Assessed

2024 - 2025 ✕ 2025 - 2027 ✕ 2025 - 2026 ✕

Start Date

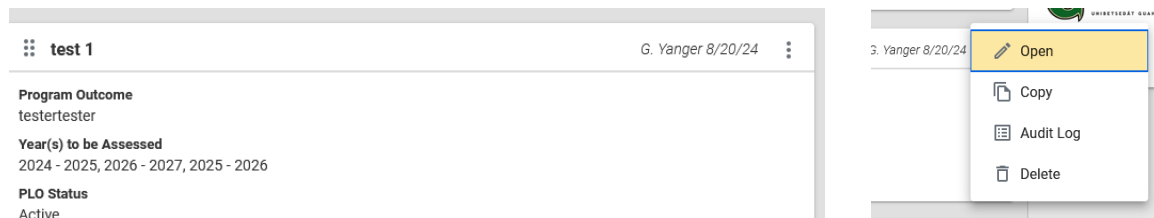
08/13/2024

End Date

08/28/2024

Save

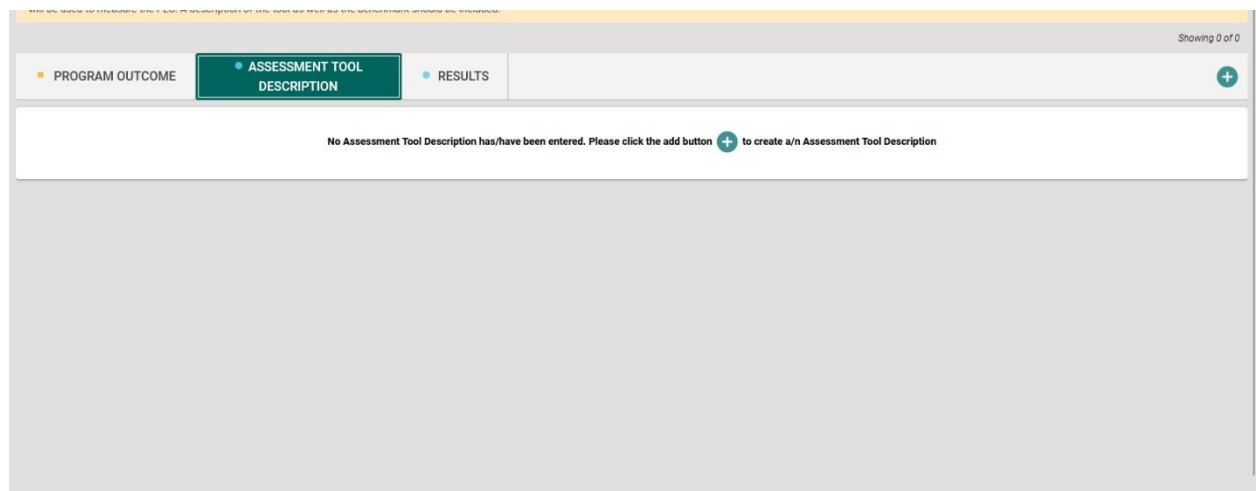
This will allow the user to transition to the Assessment Tool Description. Select “Close” to be taken back to the page with all the PLOs. Users can make edits to the PLO or go the other tabs by clicking the three vertical dots on and choosing “Open”.



If the information in the Program Outcomes section requires any changes after saving, please select Assessment Tool Description and go back to Program Outcomes again.

Assessment Tool Description

Select the “+” found in the center of the page to add a new Assessment Tool Description.



PLO #1:

Program Outcome: Upon successful completion of the MSCP program, students will demonstrate competence in the application of a variety of clinical theories in the conceptualization of a wide range of mental health problems in adults, children, and families in the multicultural communities of Guam, Micronesia, and the Asia Pacific region. Hide Details

* denotes a required field

Assessment Tool Type ⓘ

Assessment Tool ⓘ *

Benchmark ⓘ

Assessment Schedule *

Assessment Tool Status ⓘ

Documents

Document Name	Document Description
There are no documents attached	

+

Program Outcome: testertester

** denotes a required field.*

Assessment Tool Type ⓘ

Capstone Course Evaluation

Case Study

Direct Observation

Essay

Exam - Course

Portfolio Evaluation

Pre/Post Test

Presentation/Performance

Documents

Assessment Tool Type is selected by using a drop-down menu with all available options. Users can contact the Office of Institutional Effectiveness (oie@triton.uog.edu) if their selected method is not included in this listing.

The Assessment Tool Type must be described in the Assessment Tool section. Users must clearly describe how the tool selected is an appropriate way to measure the PLO

Benchmarks can be added as additional information. If inputted, this field should clearly state the benchmark for the tool selected. For example, if the tool is a rubric, then the benchmark could be “75% of the rubric scores would be in the 4–5-point range”, or “75% of students will fall under the ‘Highly Developed’ range.”

Assessment Schedule *

2022 - 2023

2023 - 2024

2024 - 2025

2025 - 2026

2026 - 2027

2027 - 2028

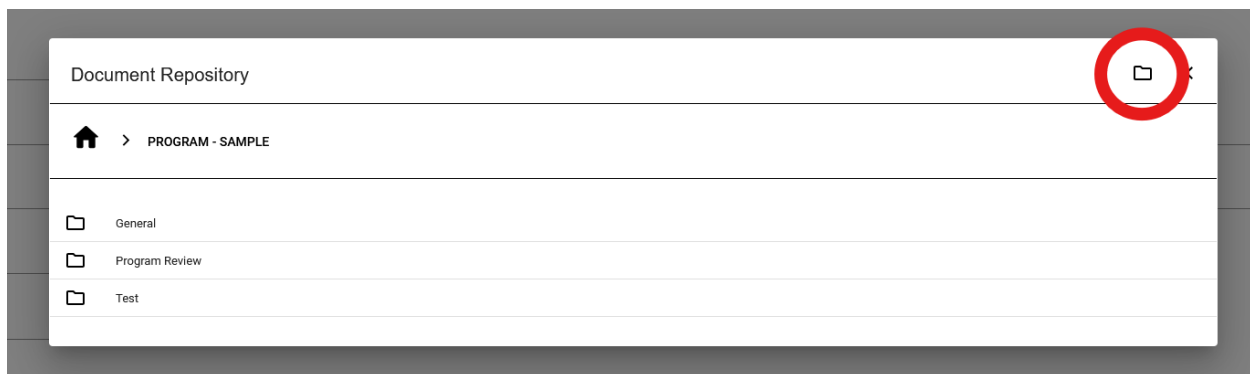
An Assessment Schedule must be selected. Simply select the academic year this assessment will be used.

Assessment Tool Status is provided as an optional field. Select “Active” if the assessment tool for the program is active.

Documents can also be uploaded in the Assessment Tool Description. To add documents, select the “+” found on the bottom right of the page.



A pop-up will appear on screen. Users can select the program they would like to upload to. A new folder within the desired unit can be created by selecting the file icon on the top right of the pop-up screen. Select the Document with “+” on the top right of the pop-up screen to upload a file from your desktop.



When reports are generated, the PDFs that users have uploaded will appear as hyperlinks. These links will be accessible to all that access the report PDF.

Curriculum Mapping PS-101 (I)

Assessment Tool Description	Result
Assessment Tool Type: Capstone Course Evaluation Assessment Tool: As part of the capstone course evaluation, students will successfully complete an oral presentation on various governance structures found in the US and Micronesia based on a faculty developed rubric. Benchmark: Students will rate between 3 and 5 of the 5 point rubric for assessing this oral presentation. Assessment Schedule: 2024 - 2025 Assessment Tool Status: Active	Assessment Year: 2024 - 2025 Result: Program Learning Outcome (PLO) #1: Political Systems Analysis Students in PS306-Politics of Developing Nations achieved between 3 and 5 of the 5 point rubric for assessing this oral presentation. Analysis: HELP! What does the Result mean? What insights on student learning can be gained? Result Type: Benchmark Met Result Entry Date: 02/15/2024 Semester(s) Data Collected: Fall Documents: critical_thinking_rubric.pdf

8/21/2024

Generated by Nuventive Improvement Platform

Page 3

Once complete, select “Save” at the top right of the Assessment Tool Description page and exit by clicking “Close”. Exit the pop-up screen when all documents are uploaded.

Select “Save” at the top right of the screen and exit the Assessment Tool Description page by clicking “Close”. Ensure that any changes are saved before exiting the Assessment Tool Description page. A green confirmation pop-up will appear above the “Save” button. Users will be redirected to the Program Assessment page when “Close” is selected.

The screenshot displays the Nuventive Solutions web application. At the top, a dark header bar shows the user's name 'Welcome, yangerg@triton.uog.edu!' and a 'Sign out' link. Below the header, a green confirmation pop-up with a white checkmark and the text 'Saved Successfully' is centered. The main content area is titled 'Program - Sample' and 'Assessment > Program Assessment'. It shows a form for 'test 1 (Copied on 08/21/2024, 09:25:05)'. The form includes fields for 'Program Outcome' (testertester), 'Assessment Tool Type' (Capstone Course Evaluation), 'Assessment Tool' (Students will present their research on political systems to a panel of professionals), 'Benchmark', 'Assessment Schedule' (2022 - 2023), and 'Assessment Tool Status' (Active). At the bottom, there is a 'Documents' section with a table for 'Document Name' and 'Document Description', which currently shows 'There are no documents attached'. In the top right corner of the form, the 'Close' and 'Save' buttons are visible, with the 'Close' button circled in red.

Results

Select the Results tab to proceed to the last part of PLO set up. New results can be added by selecting the “+” on the right side of the of the page.

Nuventive Solutions

Welcome, yangerg@triton.uog.edu! Sign out

Program - Sample

Assessment > Program Assessment

test 1 (Copied on 08/21/2024, 09:25:05)

Assessment Schedule

View All

For each PLO that you will be reporting on in the Annual Assessment Inventory click the plus icon on the right side of the "Assessment Tools Descriptions" to add or specify the assessment tool (e.g. research paper, embedded question, presentation, etc.) that will be used to measure the PLO. A description of the tool as well as the benchmark should be included.

Showing 1 of 1

PROGRAM OUTCOME ASSESSMENT TOOL DESCRIPTION RESULTS

Capstone Course Evaluation

G. Yang 8/20/24

Assessment Tool
Students will present their research on political systems to a panel of professionals.

Assessment Tool Status
Active

Benchmark
2022 - 2023

Nuventive Solutions

Welcome, yangerg@triton.uog.edu! Sign out

Program - Sample

Assessment > Program Assessment

test 1 (Copied on 08/21/2024, 09:25:05)

Program Outcome: testertester

Assessment Tool: Students will present their research on political systems to a panel of professionals.

Benchmark:

* denotes a required field

Assessment Year *

Result *

Analysis

Result Type *

Result Entry Date *

08/21/2024

Semester(s) Data Collected

Documents

Document Name Document Description

There are no documents attached

Hide Details

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Assessment > Program Assessment

test 1 (Copied on 08/21/2024, 09:25:05)

Program Outcome: testertester

Assessment Tool: Students will present their research on political systems to a panel of professionals.

Benchmark:

* denotes a required field.

Assessment Year *

2024 - 2025

Result *

Analysis ⓘ

Result Type *

Result Entry Date *

08/21/2024

Semester(s) Data Collected ⓘ

This section of PLO creation sets up the required fields that appear in this PLO’s reports.

Assessment Year will provide a drop-down menu of academic years for the user to choose from. Note that only one academic year can be selected.

Though not a required field, the Analysis section provides insight into what the results mean. Insights on student learning can be included in this section

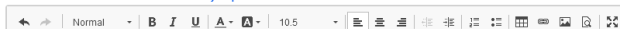
Result Type provides a drop-down menu that allows users to select whether the benchmark was or was not met. This is required.

Result Entry Date is automatically inputted from the previous page. This can be edited on this page as well.

Semester(s) Data Collected provides a drop-down menu in which users can select the term the PLO. Multiple semesters can be selected from this drop-down.

There are no documents attached

Tables & Charts [Press ALT + 0 for accessibility help](#)



The Tables and Charts text box allows users to copy and paste information from Word documents, insert tables from excel, link outside sources (URLs), and add graphics/pictures.

Nuventive Solutions

Program - Sample

Assessment > Program Assessment

CloseSave

test 1 (Copied on 08/21/2024, 09:25:05)

Show Details

There are no documents attached

Tables & Charts
Press ALT + 0 for accessibility help

Format
B
I
U
A
10.5

Average Age by Academic Level, Class Level, and Load

Term	Academic Level	Class Level	Load	Average Age	Total Headcount	Females	Males
23/FA	Undergraduate Level	Freshman	Full-time	19	785	457	328
			Part-time	23	123	71	52
		Sophomore	Full-time	21	366	216	150
			Part-time	22	101	56	45
		Junior	Full-time	22	358	214	144
			Part-time	26	114	62	52
		Senior	Full-time	25	473	279	194
			Part-time	29	253	136	117
	Graduate Level	Graduate 1st Year	Full-time	31	63	41	22
			Part-time	33	206	145	61
		Graduate 2nd Year	Full-time	38	1	0	1
			Part-time	52	9	7	2
	Non-Degree	Undergrad Non-degree	Full-time	24	4	3	1
			Part-time	37	38	21	17
		National Student Exchange	Full-time	24	2	2	0
			Part-time	0	0	0	0
Total				27	2,896	1,710	1,186

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Course Assessment

Course assessment can be found in the Assessment tab. Users can review outcomes of specific courses within their unit in this section.

The screenshot shows the Nuventive Solutions interface. At the top, there's a header with the logo and user information. Below that, a navigation bar shows 'Assessment > Course Assessment'. A dropdown menu for 'Select a Course' is set to 'TRIT 101. Introduction to Tritonology'. Below this, another dropdown for 'Course Outcome Status' is set to 'View All'. The main content area displays three outcome cards, each with a title, a description, and a status. The first card is 'Historical Foundation' with the description 'Demonstrate the ability to describe succinctly and accurately important Tritonologists and Tritonological events from 1500 to contemporary times.' The second card is 'Writing' with the description 'Demonstrate the ability to contextualize those people and events within their proper historical moments and explain their significance.' The third card is 'Critical Message Engagement' with the description 'Capability of incorporating various approaches to critically engage with media messages on Tritonology'. Each card has a status of 'Active'. A red circle highlights the '+' button in the top right corner of the outcome list.

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Adding New Course Student Learning Outcomes (SLOs)

Student Learning Outcomes

Course Student Learning Outcomes (SLOs) can be added to a unit's Course Assessment section by selecting the "+" on the right side of the page.

This screenshot is identical to the one above, showing the same Course Assessment page. However, a red circle is drawn around the '+' button in the top right corner of the outcome list, indicating where to click to add a new outcome.

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All fields with an asterisk (*) must be filled out. Program Outcome Name should be formatted as the following example:

Data Analysis

When writing, a pop-up with more information will become visible. This can be closed by clicking the “x” on the right side of the pop-up.

The Student Learning Outcome field requires users to insert a description of the SLO being created.

Course Outcome Status provides users with a drop-down list to identify if the SLO is “Active” or “Inactive”. All PLOs NOT set to be assessed this year will be set as “Inactive”.

Assessment Cycles provides a drop-down of academic years for the user to choose from. Users can select multiple years for this field. This field is optional.

The screenshot shows the 'New Student Learning Outcome' form in the Nuventive Solutions system. The form is titled 'New Student Learning Outcome' and has a tabbed interface with three tabs: 'STUDENT LEARNING OUTCOME' (selected), 'ASSESSMENT TOOL DESCRIPTION', and 'RESULTS'. Below the tabs, there is a note: '* denotes a required field.' The form fields are as follows:

- Student Learning Outcome Name** (required, indicated by an asterisk and an information icon)
- Student Learning Outcome** (required, indicated by an asterisk and an information icon)
- Course Outcome Status** (required, indicated by an asterisk, with a dropdown arrow)
- Assessment Cycles** (optional, with a dropdown arrow)
- Start Date** (optional, with a text input field)
- End Date** (optional, with a text input field)
- Is this SLO associated with Gen Ed?** (optional, with a dropdown arrow)

Start Date and End Date of the SLO are included as optional information. A calendar with month and year drop-down menus will appear. Select the proper dates for each.

Users must identify if the SLO being created is part of the General Education Curriculum. To do this, users must select either “Yes” or “No” in the field that asks whether the SLO is associated with Gen Ed.

Nuventive Solutions

Welcome, yangerg@triton.uog.edu | Sign out

Program - Sample

Assessment > Course Assessment

Close Save

New Student Learning Outcome

STUDENT LEARNING OUTCOME ASSESSMENT TOOL DESCRIPTION RESULTS

* denotes a required field

Student Learning Outcome Name ⓘ *

Data Analysis

Student Learning Outcome ⓘ *

Students must learn how to analyze data.

Course Outcome Status *

Active

Assessment Cycles

2024 - 2025 ✕ 2026 - 2027 ✕ 2025 - 2026 ✕ 2027 - 2028 ✕

Start Date

End Date

Is this SLO associated with Gen Ed? ⓘ

Once all required fields are completed, select “Save” at the top right of the page. Users will then see the Assignment section appear at the bottom of the screen.

Assessment Tool Description

Proceed to the Assessment Tool Description. Use the same instructions in the Program [Assessment Tool Description](#) section.

Nuventive Solutions

Welcome, yangerg@triton.uog.edu | Go To My Assignments | Sign out

A Model Assessment and Program Review Template

Assessment > Course Assessment

Q. SampleCourseNumber - Sample SLO1: AI Basics

Assessment Tool Status: View All | Assessment Schedule: View All

STUDENT LEARNING OUTCOME | **ASSESSMENT TOOL DESCRIPTION** | RESULTS

Showing 1 of 1

Presentation/Performance | M. Pangelinan 9/25/24

Assessment Tool
Presentation on the impact of artificial intelligence (AI) in supporting my educational journey at the University of Guam

Benchmark
75% of student presentations should demonstrate at a minimum, a Benchmark level of performance for critical thinking, "a habit of mind characterized by the comprehensive exploration of issues, ideas, artifacts, and events before accepting or formulating an opinion or conclusion" as defined by the AACSB Critical Thinking VALUE Rubric.

Assessment Schedule
2024 - 2025

Assessment Tool Status
Active

Course Assessment Results

Nuventive Solutions

Welcome, yangerg@triton.uog.edu | Go To My Assignments | Sign out

A Model Assessment and Program Review Template

Assessment > Course Assessment

SampleCourseNumber - Sample SLO1: AI Basics

Student Learning Outcome: Sample Learning Outcome 1: Students will distinguish deep learning, machine learning, and neural networks. | Hide Details T

* denotes a required field

Assessment Tool Type
Presentation/Performance

Assessment Tool *
Presentation on the impact of artificial intelligence (AI) in supporting my educational journey at the University of Guam

Assessment Tool Status
Active

Benchmark
75% of student presentations should demonstrate at a minimum, a Benchmark level of performance for critical thinking, "a habit of mind characterized by the comprehensive exploration of issues, ideas, artifacts, and events before accepting or formulating an opinion or conclusion" as defined by the AACSB Critical Thinking VALUE Rubric.

Assessment Schedule *
2024 - 2025

Documents

Document Name	Document Description
CriticalThinking_letter.pdf	AACSB Critical Thinking VALUE Rubric

Assignments

Select	Due Date	Status	Assignee	Email Last Sent
<input type="checkbox"/>	09/30/2024	Not Started	Genwin Pineda	09/27/2024

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Adding Assignments

Users can add Assignments by selecting the “+” on the top right of the Assignment section. Completion of this field is not required to proceed.

The screenshot shows the Nuventive Solutions interface for a course assessment. The top navigation bar includes the Nuventive logo, user information (Welcome, yangerg@triton.uog.edu!), and a sign out link. The main header shows the program (Sample) and the assessment title (TRIT 101 - Data Analytics). The 'ASSIGNMENT TOOL DESCRIPTION' tab is selected. The form contains fields for Student Learning Outcome Name, Student Learning Outcome, Course Outcome Status, Assessment Cycles, Start Date, End Date, and a checkbox for 'Is this SLO associated with Gen Ed?'. A red box highlights the 'Assignments' section at the bottom, which includes a table with columns: Select, Due Date, Status, Assignee, and Email Last Sent. A green plus icon is visible in the top right corner of this section.

When creating a new assignment, users are required to state who the assignment is assigned to as well as the due date for the assignment.

The screenshot shows the 'New Assignment' form in the Nuventive Solutions interface. The form includes fields for Student Learning Outcome, Course Outcome Status, Assign To (with a dropdown menu), Due Date(s), Select Folder for Attachments, Email Subject, and Notes and Instructions. A red box highlights the 'Assign To' field, which shows a list of users: Yangerg, Gwendolyn yangerg@triton.uog.edu and Pineda, Gerwin pinedag@triton.uog.edu.

Student Learning Outcome: Students will know how to analyze data given to them.
Course Outcome Status: Active

** denotes a required field.*

Assign To *

Yanger, Gwendolyn yangerg@triton.uog.edu x

Pineda, Gerwin pinedag@triton.uog.edu x

Aban, Jose abanj@triton.uog.edu

Academic & Student Affairs, Office of Institutional Effectiveness oie@triton.uog.edu

Acosta, Mark macosta@triton.uog.edu

Ada, Anthony J.P. tjada@triton.uog.edu

admin, admin admin

Aflague, Tanisha tafllague@triton.uog.edu

Aguon, Alicia aliciaaguon@triton.uog.edu

Aguon, Ana anaaguon@gmail.com

Aguon, Anna Maria aguonam@triton.uog.edu

A drop-down menu of all UOG personnel with access to Nuventive Improvement. Multiple users can be selected.

Please contact OIE (oie@triton.uog.edu) for access to the platform.

Selecting the Due Date(s) field will open a pop-up that allows users to either select individual date(s) or auto generate dates. Users manually selecting individual dates can enter the date (mm/dd/yyyy) on the calendar option. If not, users can interact with the calendar and navigate to the month and year of choice.

Add Due Date(s)

Close

Save

Use the left hand side of the screen to select or enter individual date(s).
Or use the right-hand side of the screen to auto-generate dates at a predefined frequency.

Due Date(s)

Select Individual Date(s)

Enter Date
mm/dd/yyyy

<

July, 2024

>

Su	Mo	Tu	We	Th	Fr	Sa
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

Auto Generate Dates

Frequency

Select Frequency

Starting On

mm/dd/yyyy

Repeat Number of Times *

Number of Times

Generate Dates

If dates of assessment are not already established, Nuventive Improvement assists users by determining the dates of assessment by frequency in the Auto Generate Dates section. The Auto Generate Date section allows users to select the frequency their assignment is set to be assessed.

Add Due Date(s) Close Save

Use the left hand side of the screen to select or enter individual date(s).
Or use the right-hand side of the screen to auto-generate dates at a predefined frequency.

Due Date(s)

Select Individual Date(s)

Enter Date
mm/dd/yyyy

< July, 2024 >

Su	Mo	Tu	We	Th	Fr	Sa
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

OR

Auto Generate Dates

Frequency
Monthly

Starting On
07/02/2024

Repeat Number of Times *
12

Generate Dates

Users must identify a frequency by selecting a time increment (weekly, bi-weekly, monthly, yearly) in the provided drop-down menu. Only one can be selected.

Users must also identify the number of times the assignment is to be assessed. Completion of this field is required for Nuventive to auto-generate dates for assessment. Completing the

Starting Date field further helps in narrowing down dates for auto generation. Once all required fields have been completed, select the “Generate Dates”.

Add Due Date(s) Close Save

Use the left hand side of the screen to select or enter individual date(s).
Or use the right-hand side of the screen to auto-generate dates at a predefined frequency.

Due Date(s)

7/2/2024 x 8/2/2024 x 9/2/2024 x 10/2/2024 x 11/2/2024 x 12/2/2024 x 1/2/2025 x 2/2/2025 x 3/2/2025 x 4/2/2025 x 5/2/2025 x 6/2/2025 x

Select Individual Date(s)

Enter Date
mm/dd/yyyy

< July, 2024 >

Su	Mo	Tu	We	Th	Fr	Sa
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

OR

Auto Generate Dates

Frequency
Select Frequency

Starting On
mm/dd/yyyy

Repeat Number of Times *
Number of Times

Generate Dates

The auto-generated dates will appear in the Due Dates section found at the top of the pop-up. These dates can be deleted by selecting the “x” on the right side of the individual date. Once complete, select “Save” on the top right of the pop-up screen and “Close” to return to the New Assignment page.

The screenshot shows the 'New Assignment' form in the Nuventive Solutions interface. The header includes the Nuventive Solutions logo and the text 'Program - Sample'. Below this is a breadcrumb trail: 'Assessment > Course Assessment'. The main section is titled 'New Assignment'. A light green banner at the top of the form area contains the text '* denotes a required field.' The form includes several fields: 'Assign To *' with a dropdown menu showing 'Yanger, Gwendolyn yangerg@triton.uog.edu' and 'Pineda, Gerwin pinedag@triton.uog.edu'; 'Due Date(s) *' with a grid of date pickers showing dates from 7/2/2024 to 6/2/2025; a 'Repeat Until Criteria' button; and 'Select Folder for Attachments' with a dropdown menu showing 'Assignee(s) may choose Repository Folder'.

Users have the option to repeat the assignment until the frequency criteria is met. Select the “Repeat Until Criteria” button below the Due Date(s) to do so.

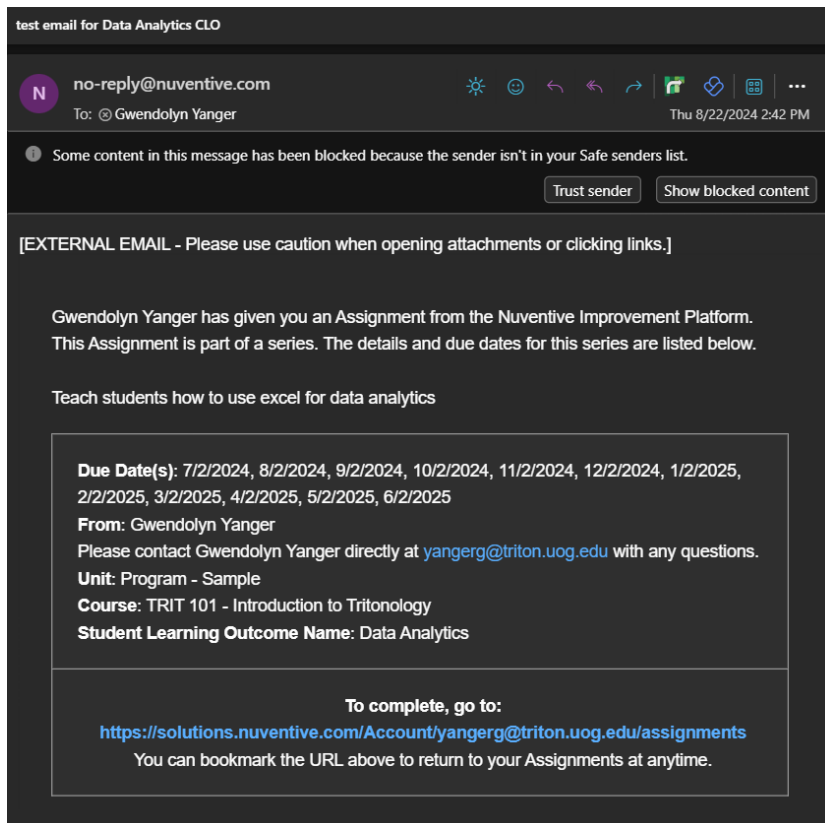
Attachments can be uploaded as an attachment. Follow the uploading instructions as detailed in

The last part of Assignment creation allows the user to write an email to the assignees. Provide the email title in the Email Subject field. Include the body of the email in the Notes and Instructions text box.

The screenshot shows the 'Email Subject' and 'Notes and Instructions' fields. The 'Email Subject' field contains the text 'test email for Data Analytics'. The 'Notes and Instructions' field is a rich text editor with a toolbar showing options for bold, italic, underline, text color, background color, and font size. The text 'Teach students how to use excel for data analytics' is entered in the field.

The screenshot shows a confirmation dialog box with the text 'Would you like to send an email notification to each of the assigned personnel?'. There are three buttons: 'CANCEL', 'DO NOT SEND', and 'SEND'.

When complete, select “Save”. A pop-up window will appear asking if the user would like to send an email notification to the assignees. Select “Send”.



The email notification will look like the following:

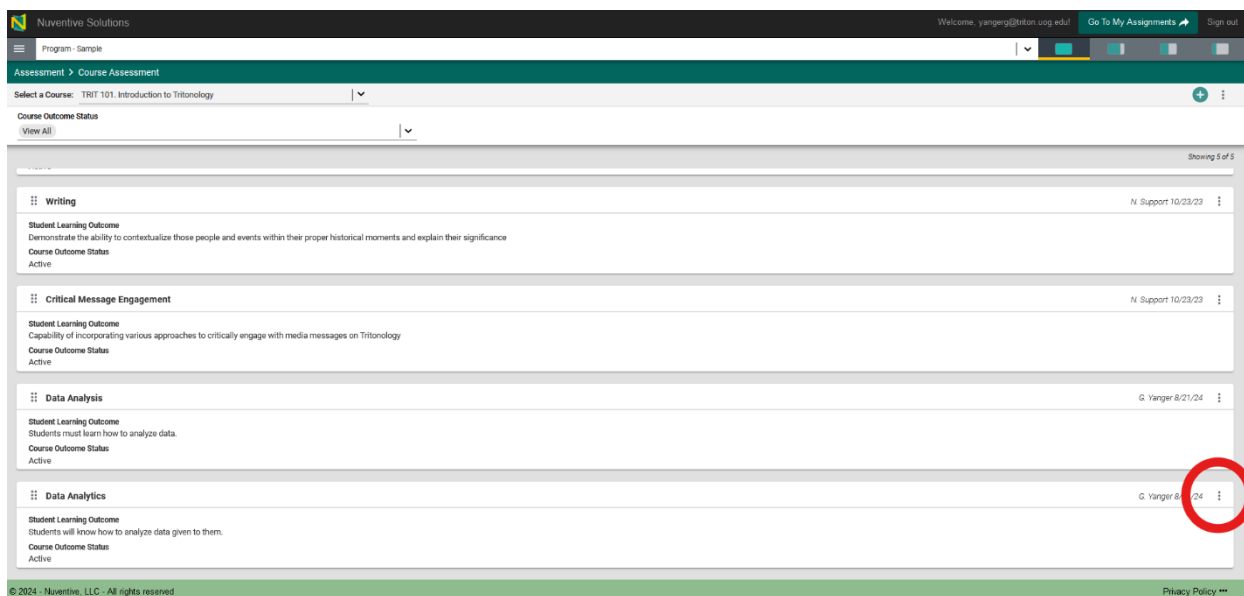
Once the email is sent, a green pop-up confirming the email was sent will appear on the top right of the screen.

Select “Save” again and exit this section by clicking “Close”.

Course assignees can navigate [here](#) for further instruction.

Editing/Deleting Course Assignments

Users can edit courses by navigating to the Course Assessment with the assignment they would like to alter. Select the three vertical dots on the top-right side of the assessment and select “Open” to edit.



Users will be redirected to the Student Learning Outcomes page. Scroll to the bottom of the page to see all assignments. Select the three vertical dots and select “Open” to see all available options.

Nuventive Solutions

Welcome, yangerg@triton.uog.edu

Go To My Assignments

Sign out

Program: Sample

Assessment > Course Assessment

Q TRIT 101 - Data Analytics

STUDENT LEARNING OUTCOME

ASSESSMENT TOOL DESCRIPTION

RESULTS

Student Learning Outcome ⓘ *

Students will know how to analyze data given to them.

Course Outcome Status *

Active

Assessment Cycles

2024 - 2025 * 2025 - 2026 * 2026 - 2027 * 2027 - 2028 *

Start Date

08/22/2024

End Date

08/22/2029

Is this SLO associated with Gen Ed? ⓘ

Assignments

Status

Not Submitted (Not Started/Started)

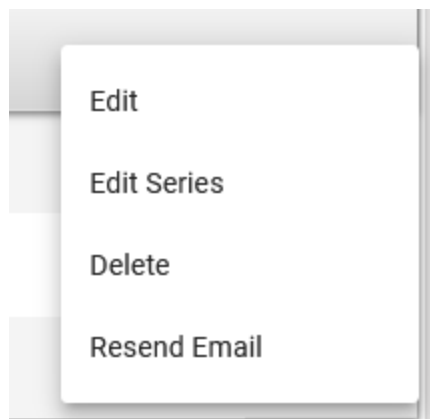
+

⋮

<input type="checkbox"/> Select	Due Date ▼	Status	Assignee	Email Last Sent	
<input type="checkbox"/>	07/02/2024	Not Started	Gwendolyn Yangser	08/22/2024	⋮
<input type="checkbox"/>	07/02/2024	Not Started	Gerwin Pineda	08/22/2024	⋮
<input type="checkbox"/>	08/23/2024	Not Started	Gwendolyn Yangser		⋮

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Users will have the option to edit, delete, or resend notification emails to assignees. If the assignment is part of a series, users will have the option to edit all assignments within the series.

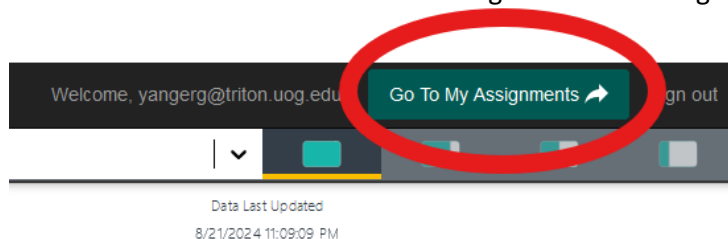
Select “Edit” to edit the assignment. Users will be redirected to the Edit Assignment page. The assignees, due date, and status can be changed on this page. Once all edits are made, select “Save and Close” at the top right of the page.

A screenshot of the "Edit Assignment" page in the Nuventive Solutions application. The page has a dark green header with the Nuventive Solutions logo and a user profile section. Below the header, there's a breadcrumb trail: "Assessment > Course Assessment". The main content area is titled "Edit Assignment" and contains a form with the following fields: "Assign To" (a dropdown menu showing "Yangier, Gwendolyn yangier@triton.uog.edu"), "Due Date" (a date field showing "07/02/2024"), and "Status" (a dropdown menu showing "Not Started"). There are also "Close" and "Save & Close" buttons at the top right.

To edit assignment series, users must select “Edit Series”. Users will have the ability to edit the assignees and due dates. Additional folders

Course Assignees

All persons assigned a course will see a “Go To My Assignments” option at the top right of their home screen. This button will redirect the assignee to their assignments.



Assignees will then be able to view a list of all assignments with details including their Due Date (due date, series indicator, and overdue status), Status (all, not submitted, not started, started, and

A screenshot of the "My Assignments" table. The table has four columns: "Due Date", "Status", "Assignment", and "Field Details". It shows two rows of assignments. The first row has a due date of "7/2/24" (marked as "Overdue" in red), a status of "Not Started", and an assignment from "Gwendolyn Yangier" for the course "TRIT 101 Introduction to Tritonology". The second row has a due date of "8/23/24" (marked as "Overdue" in red), a status of "Not Started", and the same assignment details. There are "Showing 2 of 2" and a "Data Last Updated 8/21/2024 11:09:09 PM" label at the bottom.

submitted), Assignment (who assigned it, the unit, and the assignment type), and Field Details (course and student learning outcome name). Assignees can filter the assignments by keyword, status, and due date on the top-most row.

Assignees can navigate to the assignment they would like to work on by selecting the arrow on the right-most side of the assignment they would like to work on. Selecting the arrow will redirect the assignee to their assignment that needs to be completed.

My Assignments				
Keyword	Status	Due Date	Showing 2 of 2	
	Not Submitted (Not Started/Started)	All		
Due Date	Status	Assignment	Field Details	
7/2/24 (Part of a Series) 2 Overdue	Not Started	From: Gwendolyn Yanger Unit: Program - Sample Assignment Type: Results	Course: TRIT 101 Introduction to Tritonology Student Learning Outcome Name: Data Analytics	
8/23/24 Overdue	Not Started	From: Gwendolyn Yanger Unit: Program - Sample Assignment Type: Results	Course: TRIT 101 Introduction to Tritonology Student Learning Outcome Name: Data Analytics	

Program - Sample

Close Save Save & Submit

Student Learning Outcome: Students will know how to analyze data given to them.
Course Outcome Status: Active

Hide Details

RESULT

* denotes a required field.

Result Date *

08/23/2024

Result *

Assessment Year *

Result Type *

Once all required fields are completed, the assignee can select either “Save” or “Save and Submit” on the top right of the page.

Nuventive Solutions

Welcome: yangerg@triton.uog.edu

Go To My Assignments Sign out

Assessment > Course Assessment

SampleCourseNumber - Sample SLO1: AI Basics

Student Learning Outcome: Sample Learning Outcome 1: Students will distinguish deep learning, machine learning, and neural networks.

* denotes a required field

Assessment Tool Type
Presentation/Performance

Assessment Tool *
Presentation on the impact of artificial intelligence (AI) in supporting my educational journey at the University of Guam.

Assessment Tool Status
Active

Benchmark
75% of student presentations should demonstrate at a minimum, a benchmark level of performance for critical thinking, "a habit of mind characterized by the comprehensive exploration of issues, ideas, artifacts, and events before accepting or formulating an opinion or conclusion" as defined by the AAC&U Critical Thinking VALUE Rubric.

Assessment Schedule *
2024 - 2025

Documents

Document Name	Document Description
CriticalThinking_letter.pdf	AAC&U Critical Thinking VALUE Rubric

Assignments

Select	Due Date	Status	Assignee	Email Last Sent
<input type="checkbox"/>	09/30/2024	Not Started	Gerwin Pineda	09/27/2024

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Once all required fields are complete, users must select “Save” on the top right of the screen. Select “Close”. Return to the Course Assessment creation page. Select the “Results” tab to proceed.

Nuventive Solutions

Welcome: yangerg@triton.uog.edu

Go To My Assignments Sign out

Assessment > Course Assessment

TRIT 101 - Data Analytics

Assessment Tool Status
View All

Assessment Schedule
View All

Showing 1 of 1

STUDENT LEARNING OUTCOME

ASSESSMENT TOOL DESCRIPTION

RESULTS

Presentation/Performance

Assessment Tool
Students will be present to a panel of professionals.

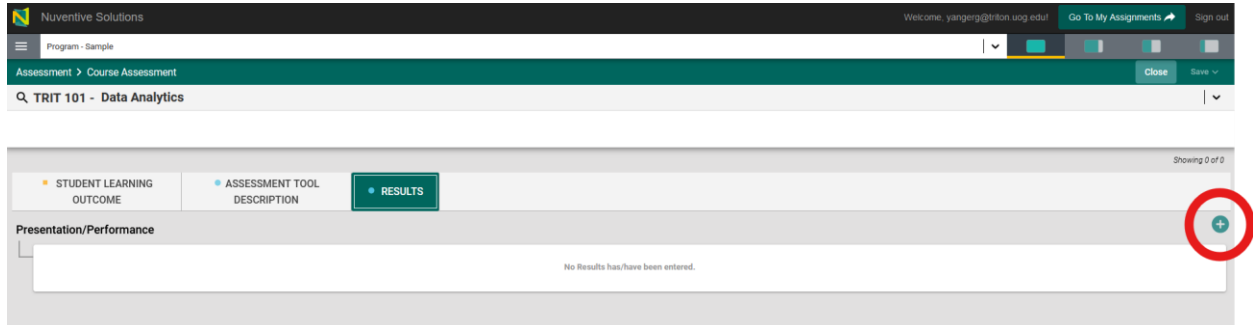
Benchmark

Assessment Schedule
2022 - 2023

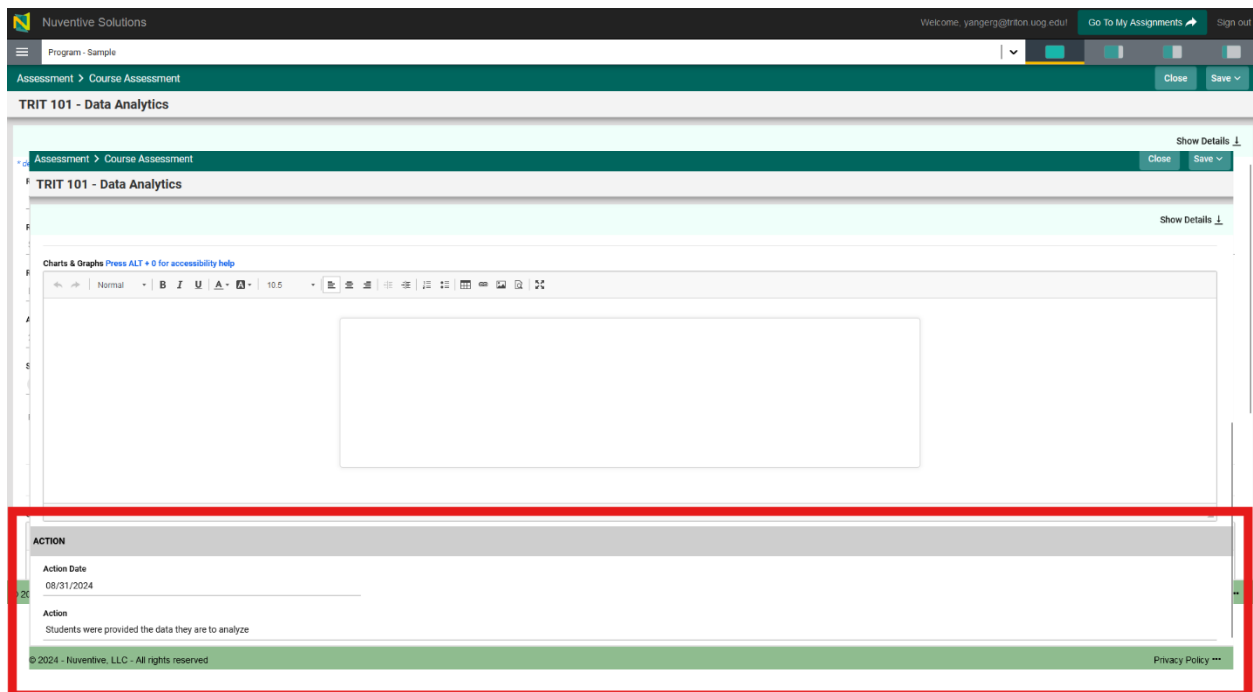
Assessment Tool Status
Active

Results

Users can create a new Result by selecting the “+” on the right-side of the page.



Use the same instructions in the [Results](#) section.

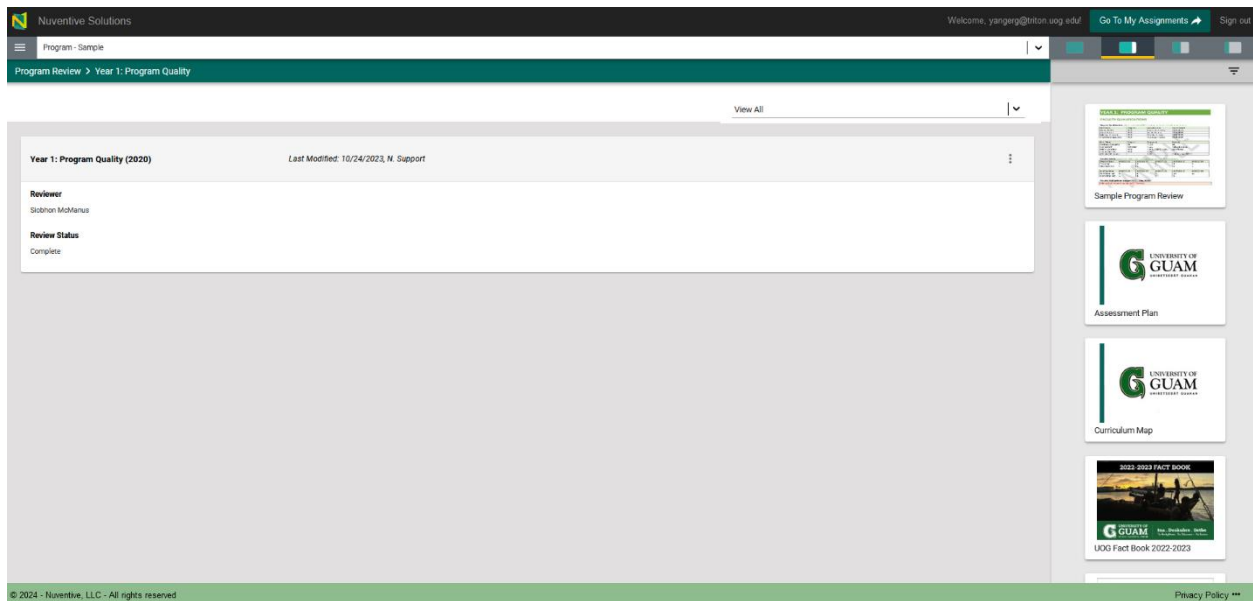


Note that there is an additional section at the bottom of the Course Assessment Results titled “Action”. Users can input the date of their action and a description of the action in this section.

When complete, select “Save” at the top right of the screen. Select “Close” to exit this section.

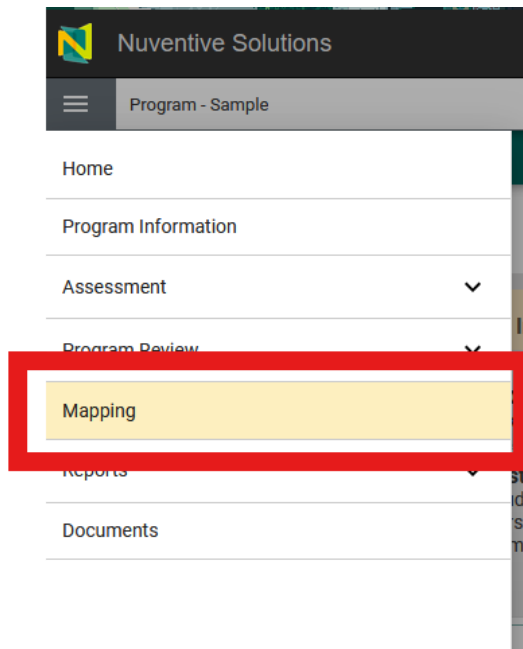
Program Review

Program Review can be accessed by selecting the “Program Review” tab in the main menu. Users will see the following page:



Important documents including a [Sample Program Review](#), the UOG Fact Book, UOG Enrollment Reports, and the National Survey on Student Engagement (NSSE) snapshot. Users will have the option to create an Assessment Plan Report as well as a Curriculum Map Report on the right side of the page. Users can toggle the view of these reports by using the data view/split screen/documents and reports on the top-right side of the page.

Mapping



Users can navigate to the Mapping section of the Nuventive Improvement platform by selecting the burger menu and selecting “Mapping”. Nuventive Mapping is provided for diagnostic and reporting purposes only. All mapping, conducted within the mapping screens (Curriculum Mapping, Goals Mapping, Outcomes Mapping, etc.) function the same. The only differences are that:

1. Users will select the type of mapping from the drop-down; and
2. The indicators may change.

Users will see the following page:

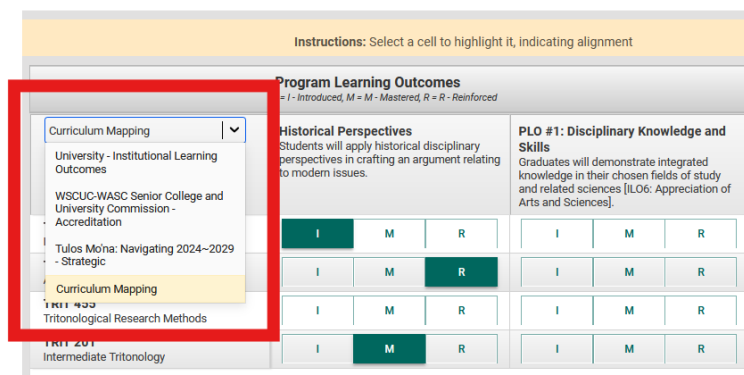
The screenshot shows the Nuventive Solutions Mapping page. The page displays a table for Program Learning Outcomes with columns for various skills and a grid for alignment. The table includes columns for University - Institutional Learning, Historical Perspectives, PLO #1: Disciplinary Knowledge and Skills, Oral Communication, PLO-2 Research Skills, Sustainability, and PLO3: Analytical Skills. The grid shows alignment indicators (X) for various outcomes.

University - Institutional Learning	Historical Perspectives	PLO #1: Disciplinary Knowledge and Skills	Oral Communication	PLO-2 Research Skills	Sustainability	PLO3: Analytical Skills
Quantitative Analysis ILO2: Mastery of Quantitative Analysis						X
Communication ILO3: Effective Oral and Written Communication			X			
Cultural Diversity ILO4: Understanding and Appreciation of Culturally Diverse People, Ideas and Values in a Democratic Context	X					
Use of Knowledge, Natural Resources & Technology ILO5: Responsible use of Knowledge, Natural Resources, and Technology					X	
Arts & Sciences ILO6: An Appreciation of the Arts and Sciences						
Personal Development & Lifelong Learning ILO7: An Interest in Personal Development and Lifelong Learning	X					

Curriculum Mapping

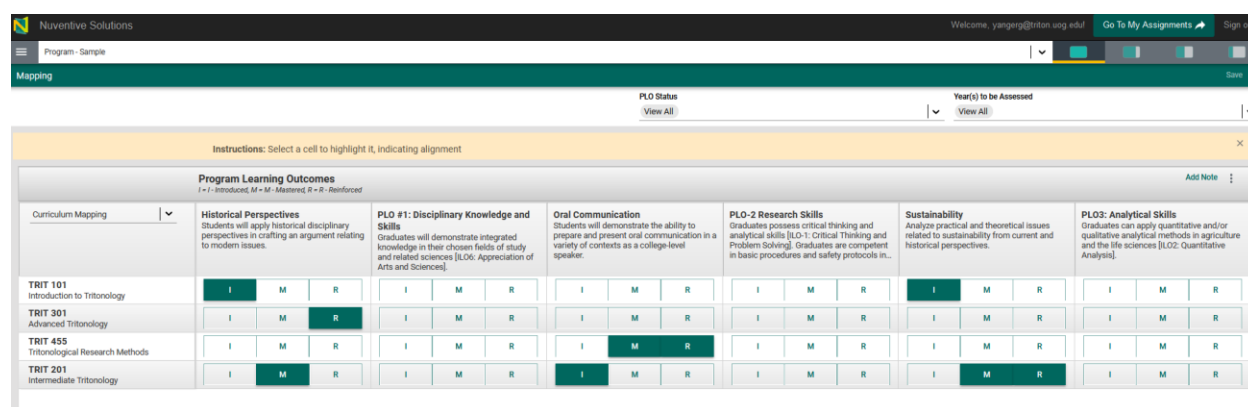


Users can begin curriculum mapping for programs by selecting the drop-down arrow on the left-side of the page.



Courses aligned with the program are listed on the left-hand column.

To the right of each course is the PLO for the selected program. These are the PLOs that have been entered for this Program Assessment Plan



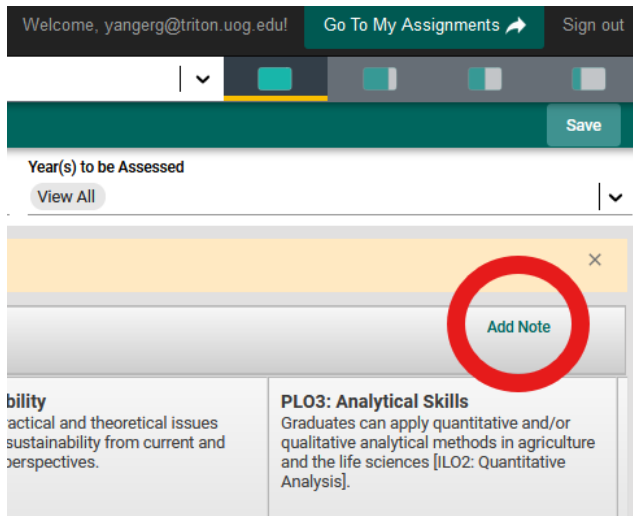
Curriculum Mapping	
TRIT 101 Introduction to Tritonology	Historical Perspectives Students will apply historical disciplinary perspectives in crafting an argument relating to modern issues.
TRIT 301 Advanced Tritonology	
TRIT 455 Tritonological Research Methods	
TRIT 201 Intermediate Tritonology	

Indicators for each PLO are provided at the top of the chart:

I = Introduced, M = Mastered, R = Reinforced

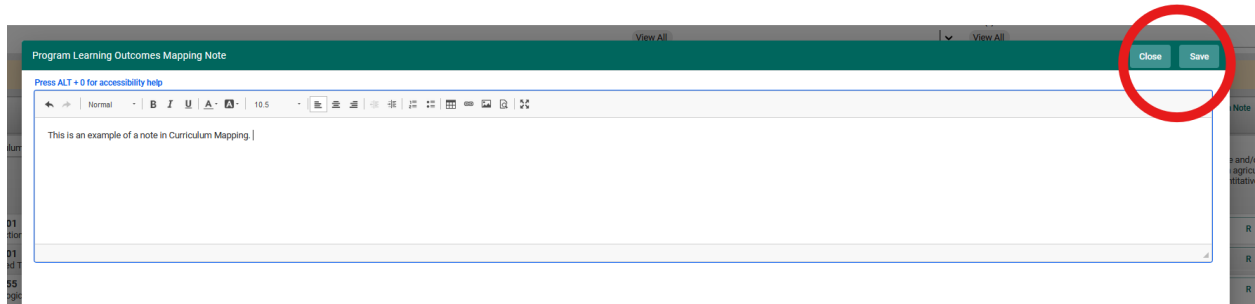
Users must select the appropriate indicator. Indicators can be unselected by selecting the highlighted indicator again.

More PLOs can be visible by using the horizontal scroll bar found at the bottom of the page to the right.

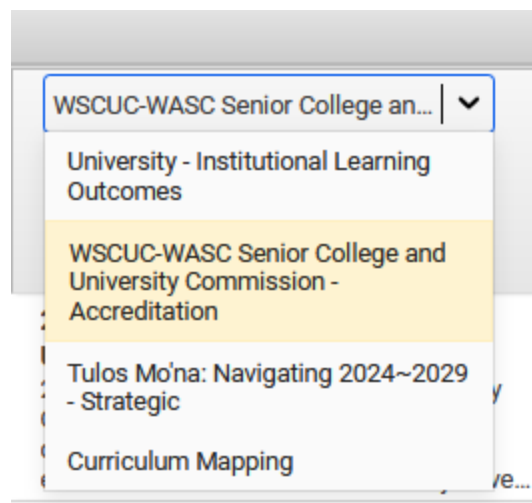


Users can add notes to the program's curriculum mapping by selecting the "Add Note" function on the top right of the chart. A pop-up with a text box will appear. This is where users can add notes relevant to their mapping work. Users can insert text, pictures, and tables in this text box.

Users must select "Save" found on the top right of the pop-up when all information is added. Select "Close" to exit the pop-up.



Institutional Learning Outcomes, WSCUC Standards, and Strategic Plan Mapping



Users can map their program to UOG's Institutional Learning Outcomes, WSCUC-WASC Senior College and University Commission Accreditation, and Tulos Mo'na Strategic Plan standards.

Select the drop-down arrow to choose the set of standards. Upon selection, users will see the following:

A screenshot of the Nuventive Solutions Mapping interface. The top navigation bar includes the Nuventive Solutions logo, a user profile "Welcome, yangeng@tulos.ug.edu", and links for "Go To My Assignments" and "Sign out". Below the navigation bar is a "Mapping" section with a "Program - Sample" dropdown and a "Save" button. The main area features two filters: "PLO Status" (set to "View All") and "Year(s) to be Assessed" (set to "View All"). An instruction banner reads: "Instructions: Select a cell to highlight it, indicating alignment". The core of the interface is a table with "Program Learning Outcomes" on the left and various PLOs as columns. The table shows alignment with 'X' marks in specific cells. The footer contains copyright information "© 2024 - Nuventive, LLC - All rights reserved" and a "Privacy Policy" link.

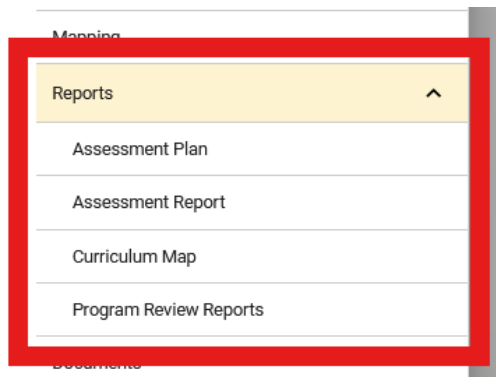
Program Learning Outcomes <small>X = X to shade the background, indicating alignment</small>	Historical Perspectives <small>Students will apply historical disciplinary perspectives in crafting an argument relating to modern issues.</small>	PLO #1: Disciplinary Knowledge and Skills <small>Graduates will demonstrate integrated knowledge in their chosen fields of study and related sciences [ILO6: Appreciation of Arts and Sciences].</small>	Oral Communication <small>Students will demonstrate the ability to prepare and present oral communication in a variety of contexts as a college-level speaker.</small>	PLO-2 Research Skills <small>Graduates possess critical thinking and analytical skills [LO-1: Critical Thinking and Problem-Solving]. Graduates are competent in basic procedures and safety protocols in...</small>	Sustainability <small>Analyze practical and theoretical issues related to sustainability from current and historical perspectives.</small>	PLO3: Analytical Skills <small>Graduates can apply quantitative and/or qualitative analytical methods in agriculture and the life sciences [LO2: Quantitative Analysis].</small>
2023 WASC Senior College and University Commission Standard 1 <small>2023 WASC Senior College and University Commission Standard 1 The institution defines its mission and establishes educational and student success objective...</small>	X				X	
2023 WASC Senior College and University Commission Standard 2 <small>2023 WASC Senior College and University Commission Standard 2 The institution achieves its educational and student success objectives through the com...</small>		X				X
2023 WASC Senior College and University Commission Standard 3 <small>2023 WASC Senior College and University Commission Standard 3 The institution achieves its educational and student success objectives through investments in...</small>			X			
2023 WASC Senior College and University Commission Standard 4 <small>2023 WASC Senior College and University Commission Standard 4 The institution engages in sustained, evidence-based, and participatory reflection about how effective...</small>				X		

PLOs in view can be filtered by using the “PLO Status” and “Year(s) of Assessment” drop-down menus at the top right of the page. “PLO Status” allows users to select between active, inactive, or all PLOs. Similarly, “Year(s) of Assessment” allows users to view PLOs for review in certain academic year(s).

All PLOs will be displayed on the top of the chart while strategic initiatives/goals will be displayed vertically on the left side of the chart.

Users can indicate alignment to the strategic goal/initiative by selecting a cell to highlight. Cells can be unselected by selecting the highlighted cell again.

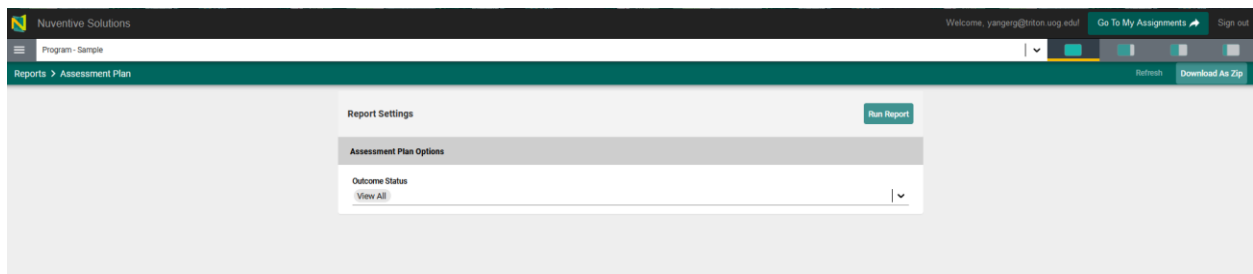
Reports



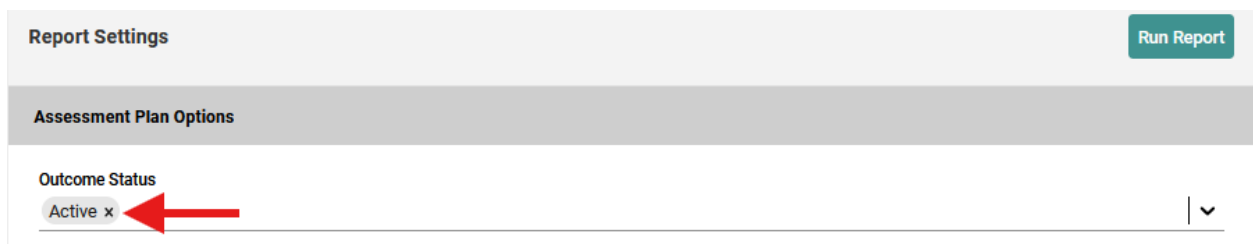
Reports can be created by selecting the Reports tab in the Main Menu. Users will have the ability to select between reports for their program's Assessment Plan, Assessment Report, Curriculum Map, and Program Review Reports.

Creating Reports

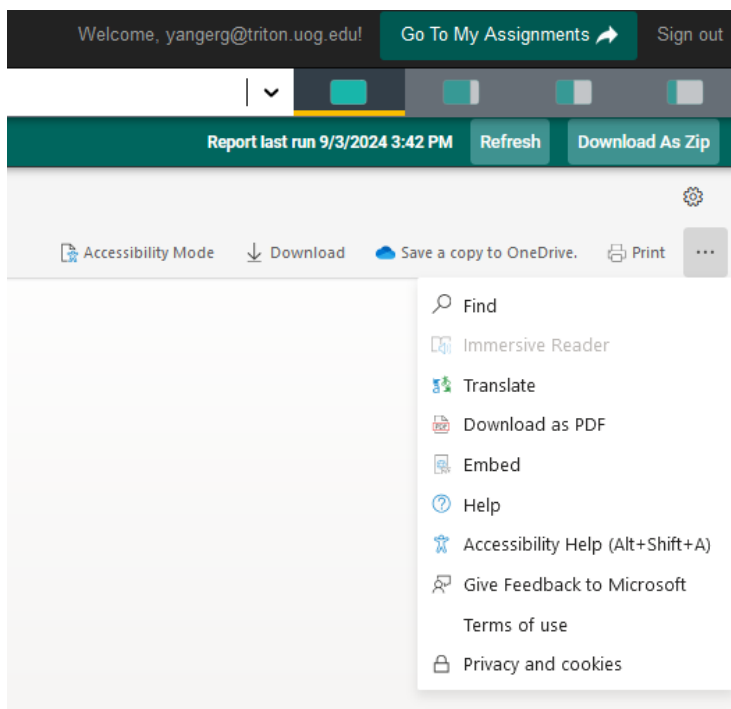
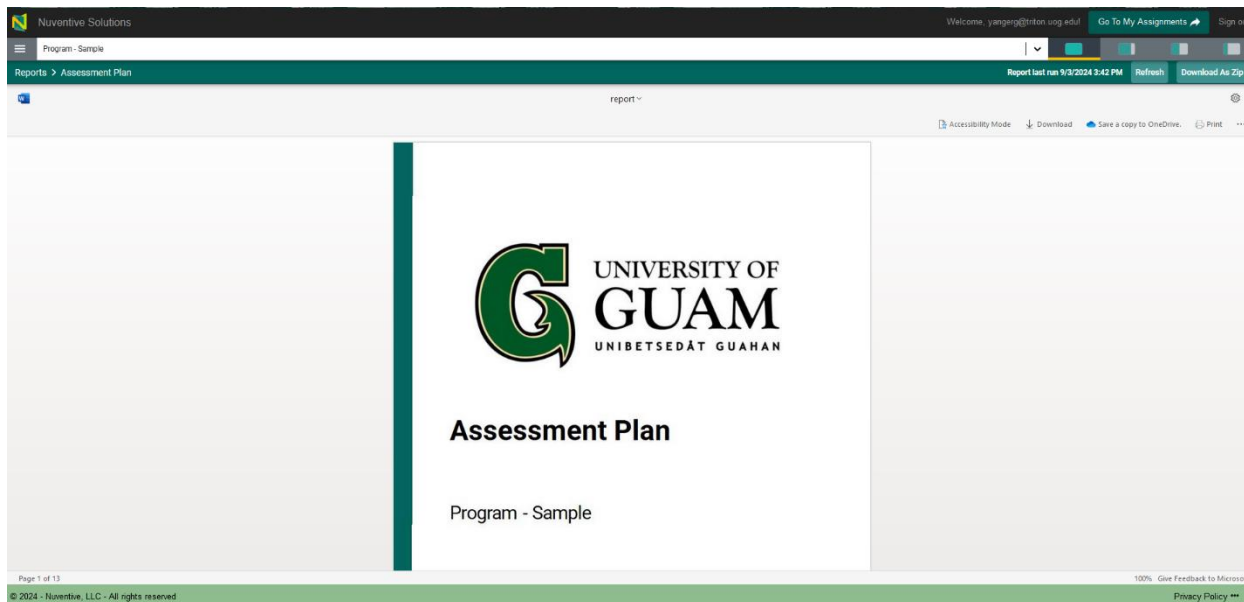
Assessment Plan reports can be made by selecting the Assessment Plan option in the Reports drop-down. Upon selection, users will see the following page:



Users may select their plan's outcome status in the Assessment Plans Options section. The default field for the Outcome Status field is set to "View All". However, this can be changed by selecting the drop-down arrow on the right. Users may select either "Active" or "Inactive" outcomes. The selected outcome status can be deselected by clicking the small "x" on the right of the outcome status.



Select “Run Report” to create the report. Nuventive Improvement will autogenerate the Assessment Program Report with the outcome status field selected as a word document.



The report can be downloaded as a word document, saved to OneDrive, or printed directly from the display. It can also be saved as a PDF by selecting the ellipses on the top right and selecting “Download as PDF”.

The report will be comprised of all information the user has input. General information of the program as well as assessments for each Program Outcome will be included in the reports.

Please see the [Program – Sample Assessment Plan Report EXAMPLE](#) for reference.

If the report is not generated within two minutes, users may contact support@nuventive.com.