

Appendix A (Page set-up may be landscape to accommodate more courses)

Curriculum Map: A curriculum map can be used to show when each student learning outcome will be addressed in the program (Use landscape page set-up as necessary to include all class options).

Key:

- I = introduced
- E = emphasized
- R = reinforced
- A = assessed

Example: A sample curriculum map for a program in Business Administration follows (core program goals and outcomes only are mapped)

Core Program Goals. Program graduates will possess:

1. Writing competencies
2. Critical thinking competencies
3. Quantitative reasoning competencies
4. Oral communications competencies
5. Computer Literacy
6. Values awareness

Content Specific Goals. Program graduates will possess:

1. Global Business competencies
2. Accounting competencies
3. Finance Competencies

STUDENT LEARNING OUTCOMES	BA116	BA126	BA136	BA146	BA156	BA166	BA176
Writing Competencies							
Identify a subject and formulate a thesis statement			I		E		RA
Organize ideas to support a position			I		E		EA
Use appropriate sentence structure and vocabulary	I		E	R	EA		A
Document references and citations according to an accepted style manual			I		ER		ERA
Critical thinking competencies							
Identify business problems and apply creative solutions		I		R	E	E	A
Analyze complex problems by identifying and evaluating the components of the problem		I		R	E	EA	
Quantitative Reasoning Competencies							
Apply quantitative methods to solving real-world problems	I	E	R	RA			
Perform necessary arithmetic computations to solve quantitative problems	I	E	R	RA			
Recognize the reasonableness of numeric answers	I	E	ER	RA			
Oral Communication Competencies							

STUDENT LEARNING OUTCOMES	BA116	BA126	BA136	BA146	BA156	BA166	BA176
Organize an argument in logical sequence that is understood by the audience		I	E	RA		RA	
Use visual aids effectively to support an oral presentation		I	E	RA		RA	
Demonstrate professional demeanor in a presentation		I	E	RA		RA	
Speak clearly in a well-modulated tone		I	E	RA		RA	
Engage the audience		I	E	RA		RA	
Computer Literacy							
Demonstrate familiarity with information resources and technologies	I	E	RA				
Evaluate sources of information	I	E	RA			RA	
Demonstrate computer literacy in preparation of reports and presentations	I		E	E	E	R	A
Demonstrate ability to use software applications to solve business problems		I			E	EA	
Conduct search queries through the use of the internet	I	E	E	RA			
Values Awareness							
Recognize ethical issues	I		E	R	R	RA	RA
Identify ethical issues	I	E	R	R	R	RA	RA
Translate ethical concepts into responsible behavior in a business environment	I			E	R	RA	RA
Develop values awareness	I		E	R	R	RA	RA
<i>Student learning outcomes developed by New Jersey City University</i>							

Appendix B (Page set-up may be landscape to accommodate more assessment tools)

Assessment Matrix: An assessment matrix can be useful to link student learning outcomes with assessment methods. An example follows.

Key:

- D = Direct: measured
- I = Indirect: perceived

STUDENT LEARNING OUTCOMES	Graduating Senior Survey	Capstone Course	Portfolio	Research Paper	Practicum Supervisor Evaluation	Exit Exam	Exit Interview
Writing Competencies							
Identify a subject and formulate a thesis statement		D	D	D			
Organize ideas to support a position	I	D	D	D			
Use appropriate sentence structure and vocabulary		D	D	D			
Document references and citations according to an accepted style manual		D	D	D			
Critical thinking competencies							
Identify business problems and apply creative solutions	I				D	D	I
Analyze complex problems by identifying and evaluating the components of the problem	I				D	D	I
PROGRAM PROCESSES	Graduating Senior Survey	Capstone Course	Portfolio	Research Paper	Practicum Supervisor Evaluation	Exit Exam	Exit Interview
Student Satisfaction							
Satisfaction with advising	D						D
Satisfaction with availability of faculty and staff	D						D
Satisfaction with quality of instruction	D						D