Program Assessment Dashboard

USER GUIDE

University of South Australia

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Overview

The [Authentic Assessment Project](#) (AAP) is a key project of the [Academic Enterprise Plan](#), helping position UniSA as leaders in authentic assessment. A major deliverable of the AAP is the Program Assessment Dashboard developed collaboratively by [Business Intelligence and Planning](#) (BIP) and the [Teaching Innovation Unit](#) (TIU).

One of the challenges confronting the higher education sector is the need to balance the use of assessment for quality assurance and accreditation versus assessment for motivating and improving learning. Given the dual purpose of assessment, UniSA has developed program assessment dashboards to help.
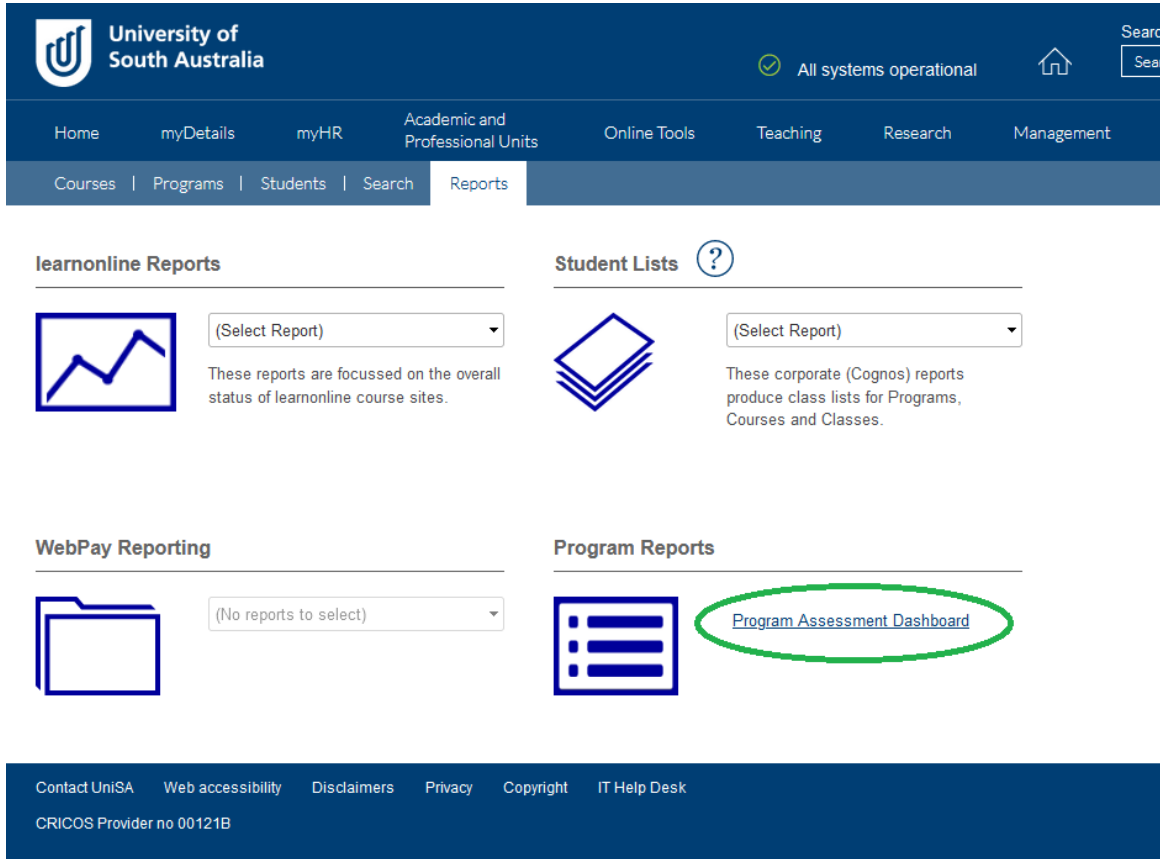
The Program Assessment Dashboard provides filterable visuals of assessments in the university. The visuals afford users the ability to interrogate assessment data including frequency, authenticity, format and domains resulting in transparent assessment practices, which allow stakeholders to make decisions about the curriculum as well as teaching and learning activities. This tool will facilitate critical conversations regarding our future assessment practices.

Visit the Program Assessment Dashboard [website](#) to learn more.
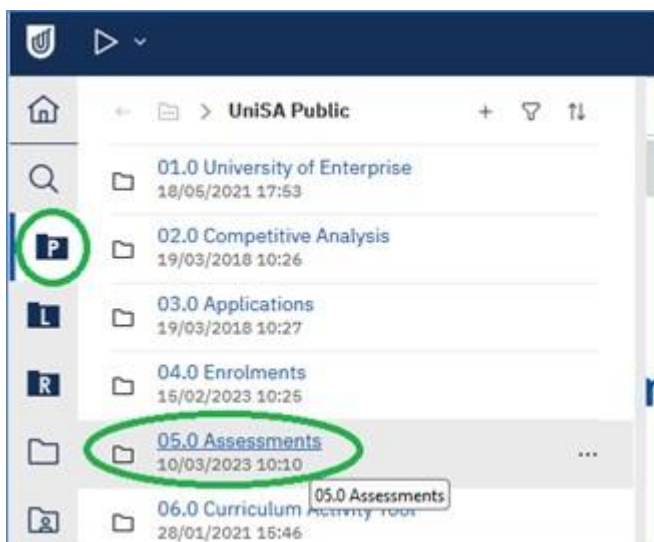
Where to find the Program Assessment Dashboard

Teaching Portal

To access the dashboard via the Teaching Portal, navigate to the Teaching Portal and select the Reports tab. The link (circled below) is available under the Program Reports section.

BI Hub

To access the dashboard via the BI Hub, navigate to the BI Hub and select the UniSA BI Reporting tile. From the left hand navigation, select the 'P' icon, click 05.0 Assessments and click Program Assessment Dashboard.

About the Included Courses tab

The Included Courses tab sets the scene for the courses and assessments that will be reviewed throughout the dashboard. Use this tab to focus in on the relevant courses and year levels by selecting the relevant filters.

Dashboard Filters (#1 above)

Select the relevant filters, to focus on the Courses (and therefore Assessments) to be reviewed. These filter changes will be automatically applied throughout the dashboard and the course table (#2 above) will also update to show the new 'scope'.

Clicking Page Down (#3 above)

Where the course table (#2 above) contains more courses than can be displayed on one page, the Page Down option (#3 above) will become available. Select this option to see the rest of the courses that are in scope.

Export this list to Excel (#4 above)

Click the Export this list to Excel link (#4 above) to download the details of the course table (#2 above) as an Excel Spreadsheet. The spreadsheet also contains a number of 'extra' columns, including details of the Primary Course Coordinator and the Programs that each Course is core to.

About the Assessment Profile tab

The Assessment Profile tab shows the Assessments for the 'in scope' Courses from a number of different perspectives. For example, this tab shows which of these assessments has an Authentic Assessment Statement completed, the Assessment Format for each, etc.

How to best use this tab

The text at the top of each tab (#1 above) gives useful guidance on the best filter combination to apply for this specific tab. The recommendation for this tab is to look at the data for one Program Plan at a time, as the Assessment and Sub-Assessment counts will otherwise be duplicated if you look at several Program Plans at once.

Pie charts (#2-5 above)

This section shows a series of pie charts and tables, counting the number of Assessments that are assigned a particular value in PCMS. It is important to pay special attention to the italic note in each subheading which explains whether Assessments or Sub-Assessments are being counted. Further explanations of each data element are available from the About the Data tab at the end of the dashboard.
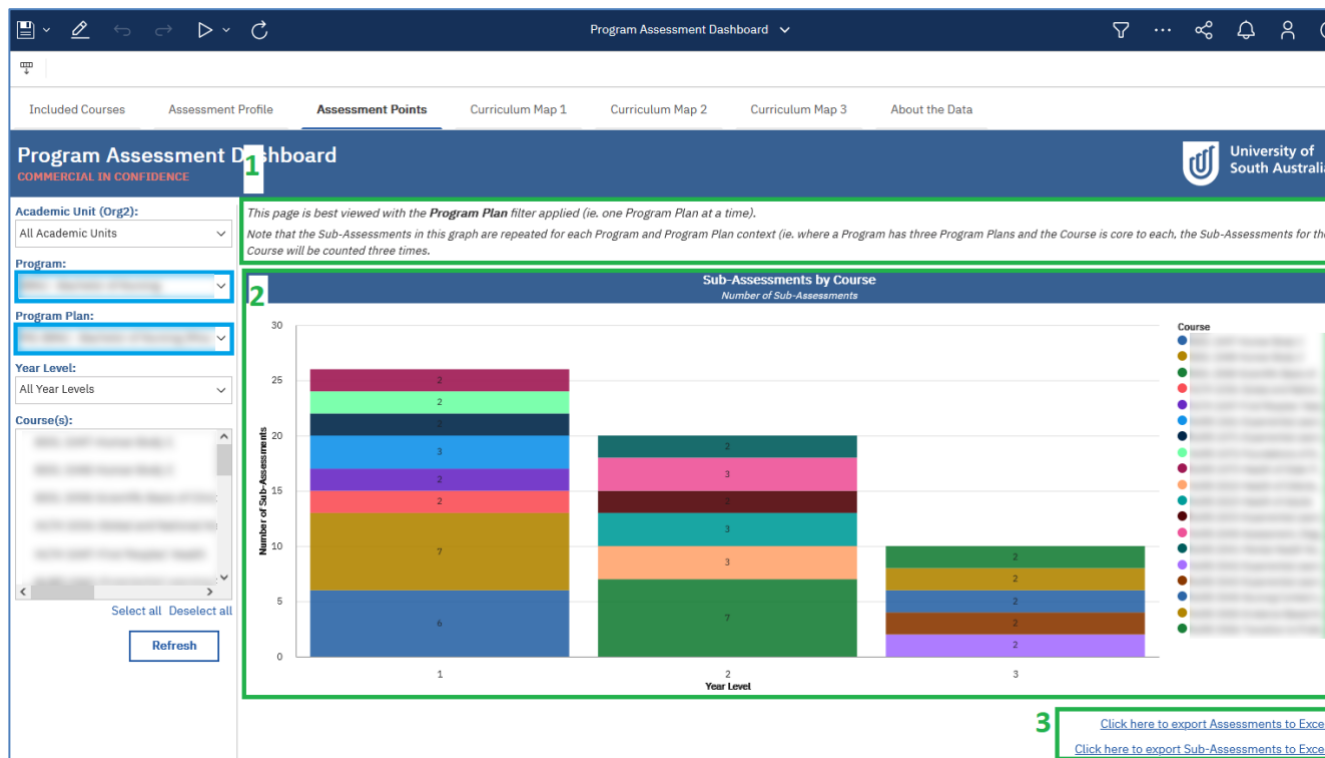
Sub-Assessment Types by Year Level (#6 above)

This section shows a graph and table, counting the number of Sub-Assessments that have been assigned each Assessment Type in PCMS. This is broken down by year level, to show the progression of assessment types used throughout the selected Program. Where the table contains more Assessment Types than can be displayed on one page, the Page Down option will become available.

Exporting the Data (#7 above)

Click the hyperlinks (#7 above) to download the details of the Assessments or Sub-Assessments being displayed in this tab as an Excel Spreadsheet.

About the Assessment Points tab

The Assessment Points tab shows the number of Sub-Assessments for each 'in scope' course, broken down by year level. This gives a visual representation of the number of times a student would be assessed for the core courses of their Program.

How to best use this tab

The text at the top of each tab (#1 above) gives useful guidance on the best filter combination to apply for this specific tab. The recommendation for this tab is to look at the data for one Program Plan at a time, as the Assessment and Sub-Assessment counts will otherwise be duplicated if you look at several Program Plans at once.

Sub-Assessments by Course (#2 above)

This section shows a graph, counting the number of Sub-Assessments for each Course according to PCMS. This is broken down by year level, to show the number of assessment points for Core Courses in the selected Program.

Exporting the Data (#3 above)

Click the hyperlinks (#3 above) to download the details of the Assessments or Sub-Assessments being displayed in this tab as an Excel Spreadsheet.

About the Curriculum Map 1 tab

The Curriculum Map 1 tab gives an overview of the selected Program, including summaries of Program

Learning Outcomes, Course Objectives and more.

How to best use this tab

The text at the top of each tab (#1 above) gives useful guidance on the best filter combination to apply for this specific tab. In this case, the recommendation is to look at data in this tab for one Program at a time.

Program Overview (#2 above)

The Program Overview table (#2 above) shows the number of Program Learning Outcomes for the selected Program(s), and the number of UniSA Graduate Qualities that are addressed by these.

Program Plan overview (#3 above)

The Program Plan Overview table (#3 above) shows the number of Courses that are included as Core for the selected Program Plan(s), in PCMS.

Core Course overview (by Year Level) (#4 above)

The Core Course Overview table (#4 above) shows numbers for each included Course; including the number of Course Objectives that are defined, the number of UniSA Graduate Qualities that they address, the number of Assessments and Sub-Assessments, the number of Course Objectives that are linked to the Course's Assessments, and therefore the number of UniSA Graduate Qualities that are linked to the Course's

Assessments. Where the table contains more Courses than can be displayed on one page, the Page Down option will become available.

About the Curriculum Map 2 tab

The Curriculum Map 2 tab shows the Program Learning Outcomes for the selected Program(s) and their association with the UniSA Graduate Qualities.

How to best use this tab

The text at the top of each tab (#1 above) gives useful guidance on the best filter combination to apply for this specific tab. In this case, the recommendation is to look at data in this tab for one Program at a time.

Curriculum Map - Program Learning Outcomes (#2 above)

This section shows a diagram which displays the connections between the UniSA Graduate Qualities and the Program Learning Outcomes (abbreviated) for the selected Program(s).

Exporting the Data (#3 above)

Click the hyperlink (#3 above) to download the details of the Program Learning Outcomes (not abbreviated) and Graduate Qualities for the selected Program, as an Excel Spreadsheet.

About the Curriculum Map 3 tab

The Curriculum Map 2 tab shows the Course Objectives and their association with each Assessment, for the selected Course(s).

How to best use this tab

The text at the top of each tab (#1 above) gives useful guidance on the best filter combination to apply for this specific tab. In this case, the recommendation is to look at data in this tab for one or a small number of Courses at a time.

Curriculum Map – Course Objectives (#2 above)

This section shows a diagram which displays the connections between the Course Objectives and Assessments of the selected Course(s).

Exporting the Data (#3 above)

Click the hyperlink (#3 above) to download the details of the Course Objectives (not abbreviated) and the Assessments they are associated with for the selected Course(s), as an Excel Spreadsheet.

About the About the Data tab

The About the Data tab provides explanations of all the data elements used throughout the dashboard and the University systems they are sourced from.

Contacts for Queries/Questions (#1 above)

This section provides an email address to contact with any questions or queries related to the dashboard.

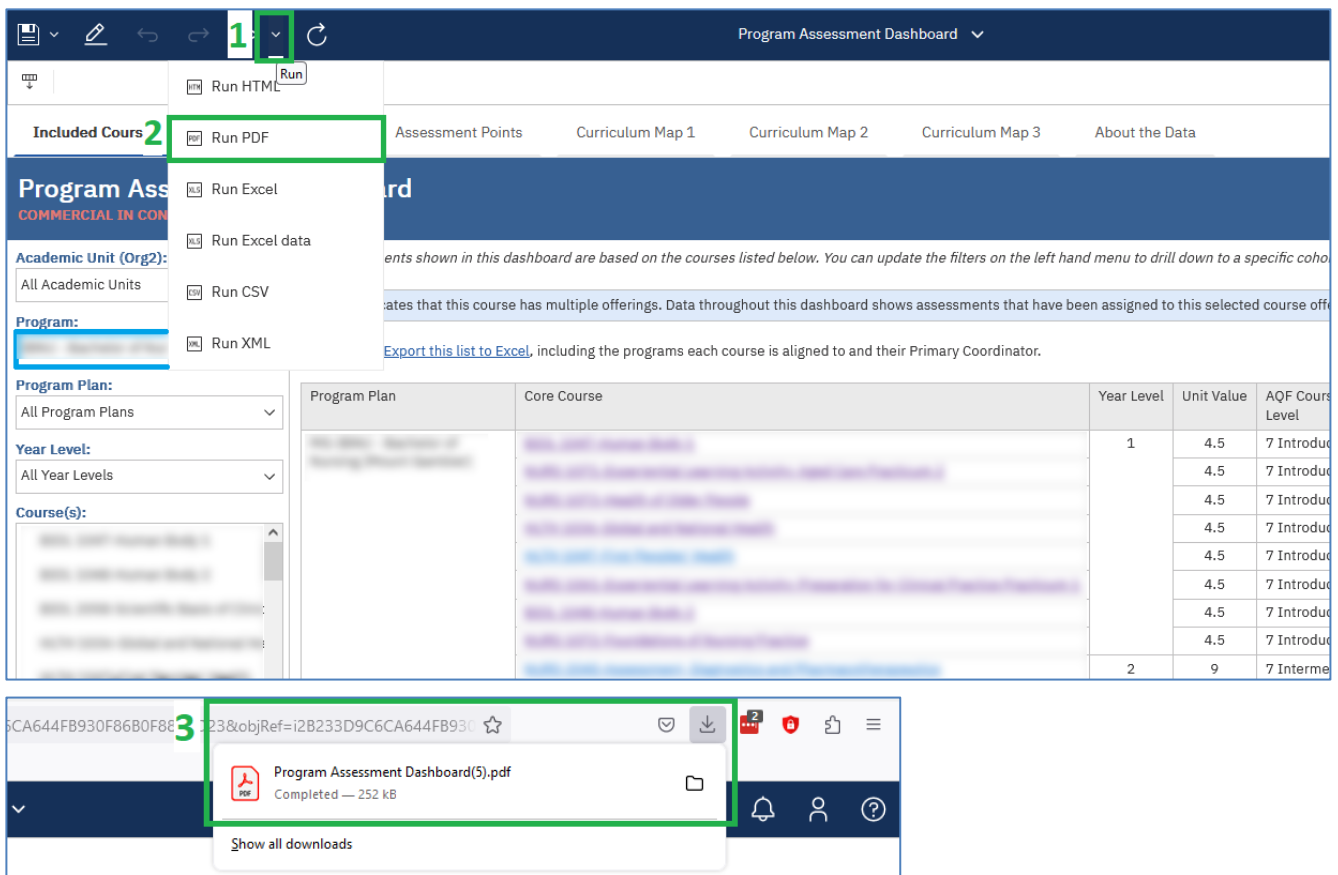Definitions for each data element (#2 above)

This table lists each data element used in the dashboard and includes details of the data element, the system it is sourced from, and any scoping applied. As an example, the dashboard uses the data from one Offering of each Course and the explanation of the logic used can be found in this table.

Saving the Dashboard as a PDF

The Program Assessment Dashboard has been designed to enable export to PDF.

Once the required filters have been selected, complete the following steps:

- In the navy blue header bar, click the 'v' (#1 below)

- Select 'Run PDF' (#2 below)

- After a few seconds, the PDF of the dashboard will have been saved to your Download folder (#3 below)

**University of
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Need help?

For technical queries
tiu-onlineeducationsupport@unisa.edu.au

For assessment design queries
Book a consult with an Academic Developer

PROGRAM ASSESSMENT DASHBOARD
WEBSITE