

ASSESSMENT QUESTIONS

Directions: Please answer the questions below. If you are unsure how to answer a particular question, leave it blank, and we will discuss it with you during our initial meeting. If possible, return this questionnaire by campus mail or e-mail prior to meeting with the Office of Assessment staff.

1. What do you want people to know, do, or feel (i.e. satisfaction, attitude) as a result of your program (event, conference, organizational involvement, etc.)?
2. What are your main goals for conducting this assessment? What do you want to know?
3. Are there secondary goals you hope this assessment will meet? If so, please tell us about them
4. Who is the audience or population you want to learn about? How many people do you want to survey?
5. What sample questions did you have in mind for this project?
6. Have any other assessment projects been done on this topic, including any by your department? If so, please include a copy.
7. How is your department planning to use the data for improvement? What decisions will you be making based on this assessment?
8. What obstacles do you anticipate for this project?
9. Are you asking about sensitive topics (alcohol/drugs, illegal activity, sex, depression, learning disability)?
10. What concerns or issues do you have regarding this assessment?