

# Assessment: Annual Report

## Program (BUS) - Accounting Technician CRT

**Unit Mission:** The mission of the certificate of achievement program in accounting is to provide students with an introduction to the field of accounting, enabling them to enter the job market in clerical positions related to bookkeeping and accounting, or to prepare students to pursue their education at the associate level in accounting or related business areas at GBC.

Outcomes	Assessment Measures	Results	Actions
<b>Journal entries, post to ledgers, and prepare a trial balance.</b> - Students will make journal entries, post to ledgers, and prepare a trial balance. <b>Outcome Status:</b> Active <b>Assessment Year:</b> 2018-2019	<b>Survey</b> - The outcome will be measured and assessed indirectly by way of a "Pre-Post Questionnaire" given to each student in his or her first semester and in the last semester of his or her program. Differences in the scores of these beginning students and the graduating students will then be analyzed on an ongoing basis. <b>Criterion:</b> No specific quantitative criterion is specified at this time. However, we expect to see a difference in the self-declared levels of learning declared by the students from the start of their program to the end of their program. <b>Notes:</b> For years 2018-19 and 2019-20, the plan will be reviewed with an eye toward revising the learner outcomes, measurements, and criteria as necessary.	<b>Reporting Period:</b> 2018-2019 <b>Criterion Met:</b> Yes For the Fall Of 2018 semester, 3 students participated in the survey for this program, all three were new students. For the Spring 2019 semester, no students participated in the survey for this program.  The results of the survey were not really sufficient to make this determination. (06/06/2019)	<b>Action:</b> We will continue to use the pre-post questionnaire in an attempt to see improvement from the perspective of students. (06/06/2019) <b>Follow-Up:</b> The 2018-2019 academic year is the third of our new 5-year plan for program assessments in the Business Department. One outcome will be assessed each year. This year Outcome #3 is assessed in this report. (06/06/2019)
	<b>Assignment - Written</b> - Problem 3-3 from ACC 201. <b>Criterion:</b> Average scores of 70% or higher	<b>Reporting Period:</b> 2018-2019 <b>Criterion Met:</b> Yes Average score on Problem 3-3 was 68% for the Fall 2018 semester and 75% for the Spring 2019 semester. (06/06/2019)	<b>Action:</b> No changes are anticipated. I feel that this assignment is a good guide in determining the learning of the students for this outcome.

<i>Outcomes</i>	<i>Assessment Measures</i>	<i>Results</i>	<i>Actions</i>
			(06/06/2019)