

Assessment Report (Fall 2012 Data) for University 100, the Freshman Seminar:

Lessons Learned

SLO #5: Upon successful completion of your U100 class, you will be able to . . .
demonstrate your ability to use at least one time management technique.

First, the questions and their answers from the 41 sections returning data (out of 51 total sections in fall 2012):

- **888** students were enrolled in these 41 sections of U100
- **802** students responded to or turned in the time management assignment
- **740** students were judged to have demonstrated their “ability to use at least one time management technique”

Second, a little math:

- 740 out 802 students demonstrated their ability to use at least one time management technique. That’s 92.2 percent of those reporting in. A- for U100?

Third, a selection from the “Comments (optional)” faculty offered:

- a. I think this is an individual faculty decision, but I personally think the Time Management module always needs to be one of the first modules taught and needs to be monitored throughout the semester (i.e., through periodic academic planner checks).
- b. In addition to asking students about their time management techniques, I also asked them what the most helpful assignment was. Many of them indicated that the time log was the most helpful.
- c. I think the Time Log is essential, but several of the students find it tedious.
- d. To improve the Time Management module perhaps we can also look at where we can incorporate time management concepts into other assignments.
- e. Every student (each of the 22 who completed the reflection) believed that the awareness they gained through U100 assignments and discussions concerning the importance of time management was enlightening or helpful or likely to stay with them as they completed their academic journey at CSUN.
- f. Though the feedback on time management assignments/discussions/advice was positive, the main suggestion for improvement from my students was that of enforcing the use of the academic planner.

- g. I used the time management assignment from the Moodle module that required small groups of students create a fictitious student for whom they must plan-out a week's worth of study complete with unexpected hardships and setbacks. Over 10 students commented on this assignment in their reflections as being eye opening.
- h. A vast majority considered the Academic Planner to be their most useful tool, preferring the physical form over the electronic version.
- i. Maybe it would be a good idea to combine the time management module with the technology log. Many came in astonished and slightly embarrassed after noting down their time on social media.
- j. I have found that the students must experience "time management" and develop the needed planning skills throughout the semester incrementally.

Fourth and finally: what shall we do differently in 2013 as a result of this assessment feedback?

Make a note or two here if you like.