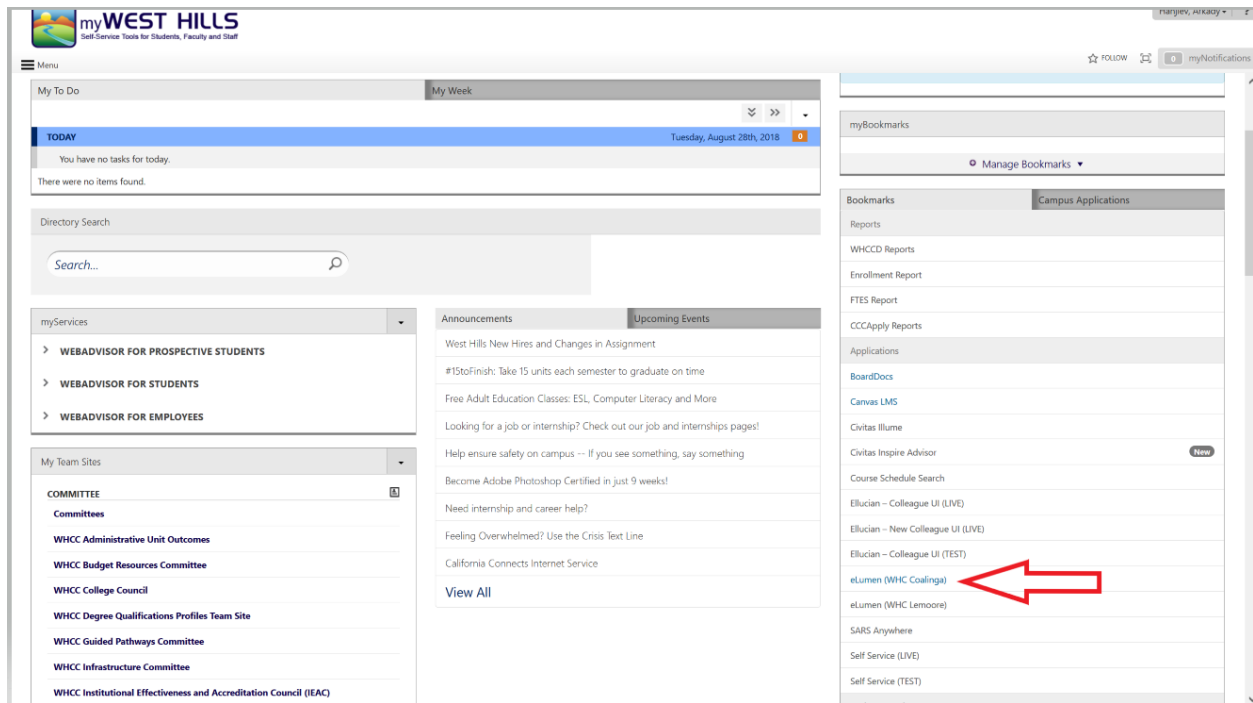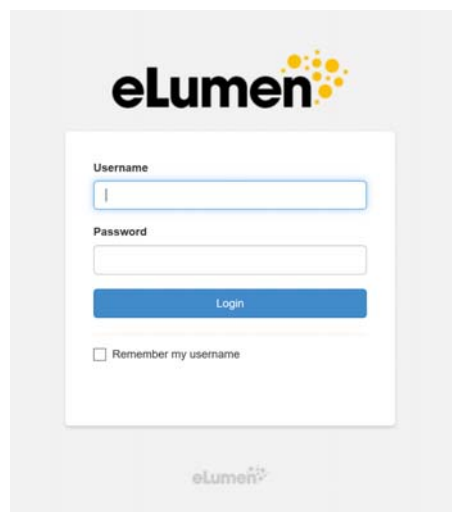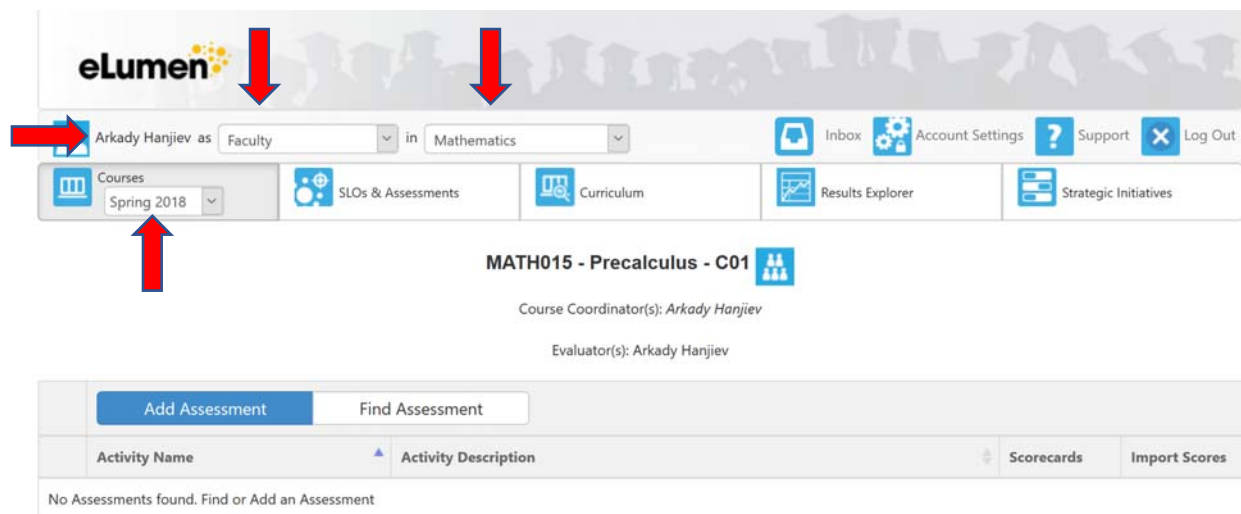# ELUMEN CSLO INPUT – DIRECTLY TO ELUMEN

This is to supply you with screenshots on how to input your scores into Elumen.
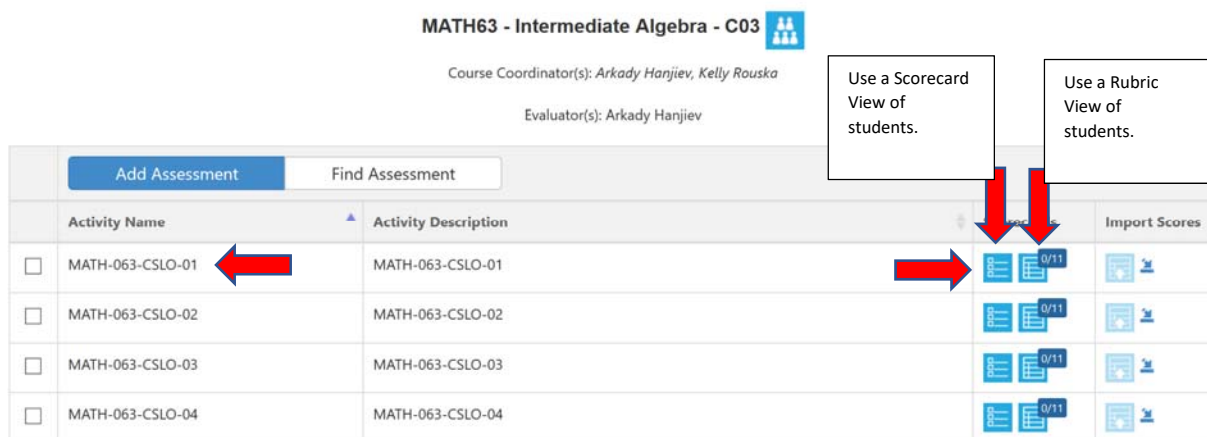

1. Go to the portal page and under the Bookmarks is the Elumen link. Click on that to get to the Elumen sign in page.

2. Sign in with the login and password you use for your WHCC account. DO NOT put in the @whccd.edu. Just your first and last name, all one word.

3. At the top of the page, there are four things that you want to check to make sure you have logged in correctly. First, you want to check and make sure that your name appears. Second, that you are logged in as "faculty." Third, that you are in the discipline that you want to enter scores. Fourth, you are in the correct semester of the class that you want to enter scores.

4. Now scroll down to the class that you want to enter scores. Verify to make sure you are inputting scores for the correct CSLO. The 0/11 means that I have not entered scores for 11 students yet. Now, you have a choice with which view you want to enter scores. You can always change it later on the next screen. The Rubric View is inputting scores one student at a time. The Scorecard View is to input scores for the whole class at one time. Usually faculty use the Scorecard View.

The Scorecard View

This is the Scorecard View. Notice you can enter the scores for each student really quick. You can also change view by clicking the "Actions" button and "Switch to Rubric View."

The Rubric View

This is the Rubric View. Notice it is inputting scores one student at a time. The arrow on the left is pointing to the current student (dark blue highlighted square) and the rest of the students are listed under.

Actions ▾

MATH-063-CSLO-01

SLO	Far exceeds expectations.	Exceeds expectations	Meets expectations	Below expectations.	Far below expectations	N/A
	5	**4**	**3**	**2**	**1**	**N/A**
MATH-063-CSLO-01: Given a linear equation in two variables, the student will graph it.	5	4	3	2	**1**	☐
MATH-063-CSLO-01: Given a linear equation in two variables, the student will graph it.	**5**	4	3	2	1	☐
MATH-063-CSLO-01: Given a linear equation in two variables, the student will graph it.	**5**	4	3	2	1	☐
MATH-063-CSLO-01: Given a linear equation in two variables, the student will graph it.	5	**4**	3	2	1	☐
MATH-063-CSLO-01: Given a linear equation in two variables, the student will graph it.	5	4	3	**2**	1	☐
MATH-063-CSLO-01: Given a linear equation in two variables, the student will graph it.	5	4	3	2	**1**	☐
MATH-063-CSLO-01: Given a linear equation in two variables, the student will graph it.	**5**	4	3	2	1	☐
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MATH-063-CSLO-01: Given a linear equation in two variables, the student will graph it.	5	4	3	2	1	☑
MATH-063-CSLO-01: Given a linear equation in two variables, the student will graph it.	5	**4**	3	2	1	☐
MATH-063-CSLO-01: Given a linear equation in two variables, the student will graph it.	5	**4**	3	2	1	☐

5. Click on the number value of the result of the CSLO. Generally speaking 5=A, 4=B, 3=C, 2=D, 1=F, and N/A = student did not take the exam or participated in the activity.

Resendez, Vincent	MATH-063-CSLO-01: Given a linear equation in two variables, the student will graph it.	5	**4**	3	2	1	☐	
Saldana, Jennifer	MATH-063-CSLO-01: Given a linear equation in two variables, the student will graph it.	5	4	3	2	**1**	☐	
Sedano, Jessyca	MATH-063-CSLO-01: Given a linear equation in two variables, the student will graph it.	5	**4**	3	2	1	☐	
Thurman, Franchesca	MATH-063-CSLO-01: Given a linear equation in two variables, the student will graph it.	5	4	3	**2**	1	☐	
	Score total:	**5**	**6**	**0**	**2**	**4**	**1**	

☐ Clear all scores from this scorecard

Cancel   Save   Save and Continue to Reflection ⬅

6. At the bottom of the page, you will see some buttons. Click on "Save and Continue to Reflection" in order to complete the inputting of scores.

CSLO - Reflection Template   ✕
Currently Not answered

CSLO - Template for Reflection

FOCUS ON ASSESSMENT METHOD: Was the assessment aligned with the learning outcomes?

Please complete this field...

FOCUS ON ASSESSMENT METHOD: Was this a satisfactory way to assess this activity?

Please complete this field...

FOCUS ON ASSESSMENT METHOD: Do you think the data is valid and accurate based upon the methods and the results gathered?

Please complete this field...

7. Next will be a series of questions to reflect upon the assessment results. The first part is to think about the assessment itself. Did it accomplish and test what you wanted it to test?

FOCUS ON RESULTS: Is there anything surprising or unexpected in the data?

Please complete this field..

FOCUS ON RESULTS: Were there any areas where student performance was outstanding?

Please complete this field..

FOCUS ON RESULTS: What student needs and/or issues were revealed?

Please complete this field..

FOCUS ON RESULTS: Are there any areas where it can be improved? How will you address the needs and issues that were revealed by your assignment? What steps can the department take to address the needs and issues revealed by your assignment?

Please complete this field..

FOCUS ON RESULTS: (CULMINATING QUESTION TO LEAD TO ACTION PLAN) What changes would you like to discuss with your department?

Please complete this field..

Save Draft   Submit and Share   Submit and Share Anonymously

8. The next set of questions focus on the results themselves. How did the students do? Were there some weakness and strengths? Were there issues that need to be addressed? The either "Submit and Share" which means the comments will be saved with your name attached to them. This will be good if in 3 years your department is trying to do program review and they need more information on how to better your department. Otherwise, "Submit and Share Anonymously" means the comments will be saved but your name will not be displayed. Once you click it, you are done.

MATH63 - Intermediate Algebra - C03

Course Coordinator(s): *Arkady Hanjiev, Kelly Rouska*

Evaluator(s): Arkady Hanjiev

Add Assessment		Find Assessment			
	Activity Name ▲	**Activity Description**		**Scorecards**	**Import Scores**
☐	MATH-063-CSLO-01	MATH-063-CSLO-01			
☐	MATH-063-CSLO-02	MATH-063-CSLO-02		0/11	
☐	MATH-063-CSLO-03	MATH-063-CSLO-03		0/11	
☐	MATH-063-CSLO-04	MATH-063-CSLO-04		0/11	

9. To check to make sure you are done, go back to the home page by clicking "Course Home" and make sure there is a green checkmark next to the CSLO that you have completed. You are ALL DONE!!!