

Division of Student Life

West Virginia University

Assessment Activity Form

**This form should be used for assessment projects not included in your yearly plan*

Unit:

Date:

Staff member completing form:

1. Briefly describe this assessment project / research activity:

2. Type of outcome/objective:

Learning

Operational

3. List your outcome/objective:

4. Method of assessment:

Case Study

Data Collection

Focus Group

Interviews

Observations

Pre/post test

Rubric

Survey

Other

5. List other WVU offices both in and out of the Division of Student Life as well as community partners with whom you will be collaborating on this project.

6. Will you need assistance from the Office of Institutional Research to collect data?

Yes

No

No sure

7. Will this project require IRB approval?

Yes

No

Not sure

8. How do you intend to use the results?

9. Would you like assistance from Barbara for this project?

Yes - please contact me to schedule a meeting

Yes - I will contact you

Maybe - I will contact you if I need assistance

No

Additional comments or information:

Submit this form via email to Dr. Barbara A Copenhaver Bailey at bcbailey@mail.wvu.edu and copy your immediate supervisor