

AEFIS Reference: Linking Blackboard Assessment Data for use in AEFIS

Purpose: To document student achievement with respect to program learning outcomes based on the course Blackboard linked assignments.

Requirements:

- Instructor uses Blackboard Grade Center
- Grade Center items map directly to a program learning outcome
- Program has been previously mapped in AEFIS
- Assessment Schedule is running for current term

Contents

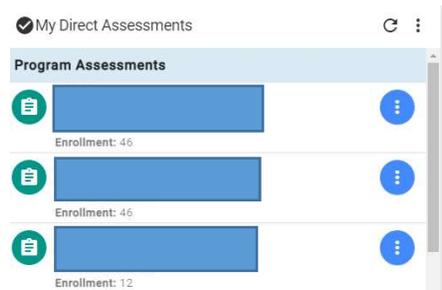
- [Log into AEFIS](#)
- [Find your Course Section](#)
- [Refresh your Assignments](#)
- [Connect your Assignments to Program Outcomes](#)
- [Set the Percentages for the Proficiency Scale](#)

Log into AEFIS

Log into AEFIS at <https://rochester.aefis.net>

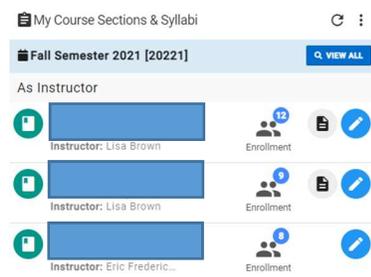
Find your Course Section

On the main AEFIS dashboard find the module labeled “My Direct Assessments.” Review the options and click on the blue circle next to the course you want (be sure to choose the parent section).



OR

Find the module labeled “My Course Sections & Syllabi.” Review the options and click on the blue pencil icon next to the course you want (be sure to choose the parent section).

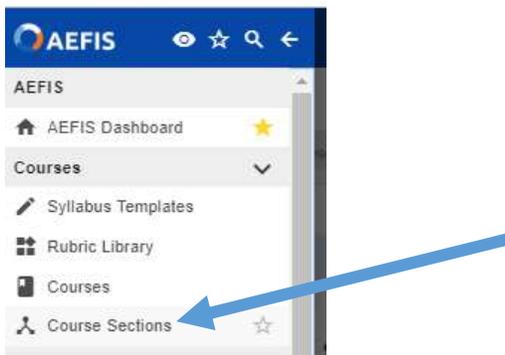


OR

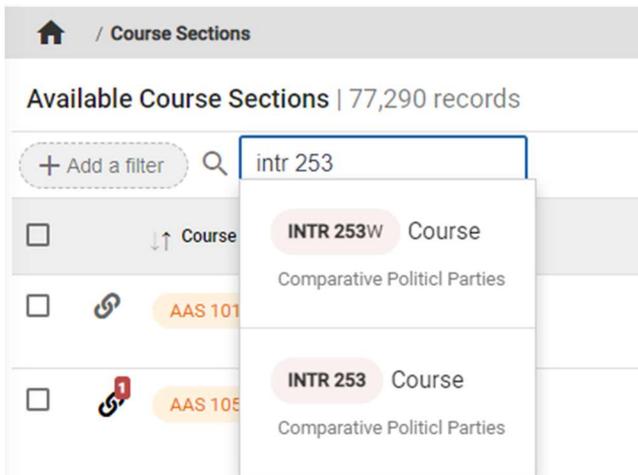
Click on the three lines, or “hamburger” button, in the upper left-hand corner next to the home icon and words AEFIS Dashboard.



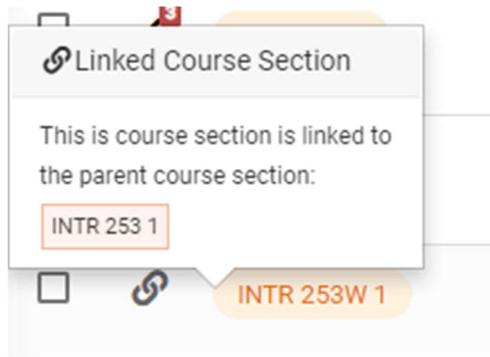
Find and click on “Course Sections”.



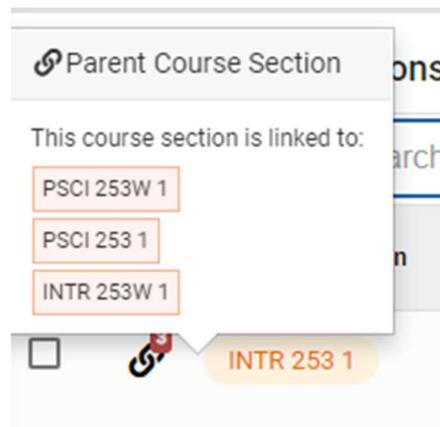
Find the course section that you are currently teaching. The course must be in a current term to gather data from AEFIS.



Note: To search for your course section, search for the subject number combination. Be sure to put a space between them (example, PSCI 100). If the course shows a link icon next to it, it is a child course in AEFIS and should not be used to link assignments. Hover over the course information to reveal the parent course information.



The parent course will have the same link, but with a red icon and the total number of child courses associated. Hover your mouse over that red link to identify which course section is the “Parent Course.”



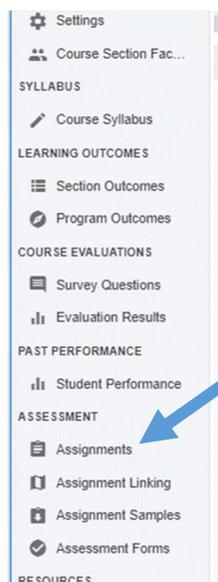
Once you have found your course, click the “Manage” button next to the course.

ASL 106 11700	2018 Spring [20182]	INTERMEDIATE A SL I - 2018 SPRING College: THE COLLEGE ARTS & SCIENCES Dept: AMERICAN SIGN LANGUAGE PROGRAM	CHASTEL, GUILLAUME	9	9	9		2018-02-12	Published	Manage
ASL 106 11711	2018 Spring [20182]	INTERMEDIATE A SL II - 2018 SPRING College: THE COLLEGE ARTS & SCIENCES Dept: AMERICAN SIGN LANGUAGE PROGRAM	SCHERTZ, BRENDA	8	8	7		2018-02-12	Published	Manage
ASL 106 11901	2017 Fall [20181]	INTERMEDIATE A SL II - 2017 FALL College: THE COLLEGE ARTS & SCIENCES Dept: AMERICAN SIGN LANGUAGE PROGRAM	CHASTEL, GUILLAUME	8	8	8		2017-12-10	Published	Manage
ASL 106 11927	2019 Spring [20192]	INTERMEDIATE A SL I - 2019 SPRING College: THE COLLEGE ARTS & SCIENCES Dept: AMERICAN SIGN LANGUAGE PROGRAM	CHASTEL, GUILLAUME	8	8	9	✓	2019-01-29	Published	Manage
ASL 106 11938	2019 Spring [20192]	INTERMEDIATE A SL II - 2019 SPRING College: THE COLLEGE ARTS & SCIENCES Dept: AMERICAN SIGN LANGUAGE PROGRAM	SCHERTZ, BRENDA	8	9	14		2018-12-04	Published	Manage
ASL 106 12087	2018 Fall [20191]	INTERMEDIATE A SL II - 2018 FALL College: THE COLLEGE ARTS & SCIENCES Dept: AMERICAN SIGN LANGUAGE PROGRAM	CHASTEL, GUILLAUME	8	9	7	✓	2019-01-29	Published	Manage



Refresh your Assignments

Once within your course, choose **“Assignments”**

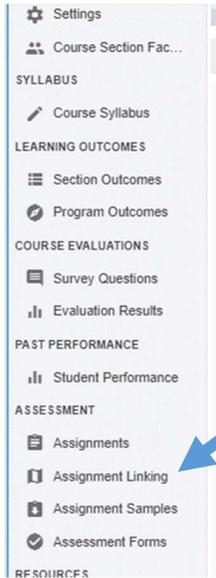


Click on **“Refresh LMS Assignments”**



This will pull all of the “assignments” from Blackboard Grade Center. Each column in your Blackboard course grade center will be noted as a possible assignment to connect to AEFIS later.

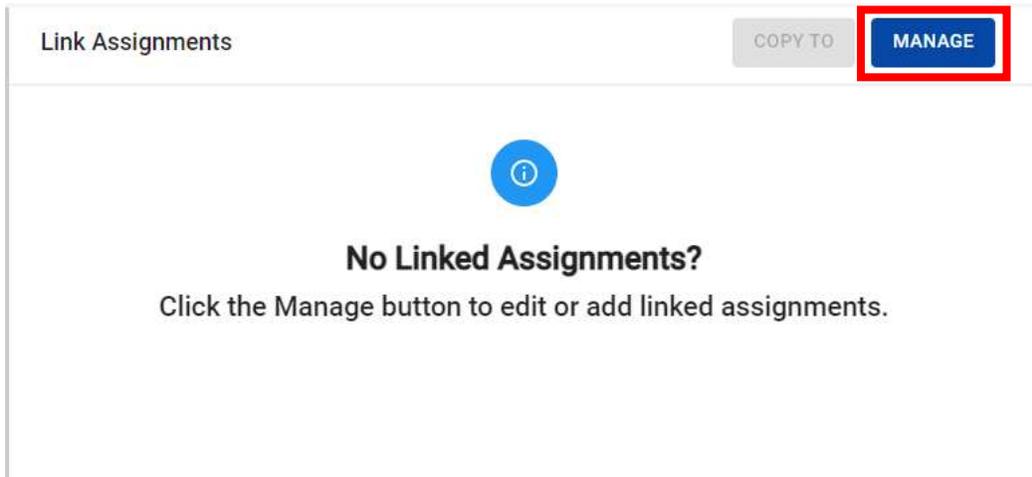
Connect your Blackboard Assignments to Program Outcomes
Now, choose “Assignment Linking”



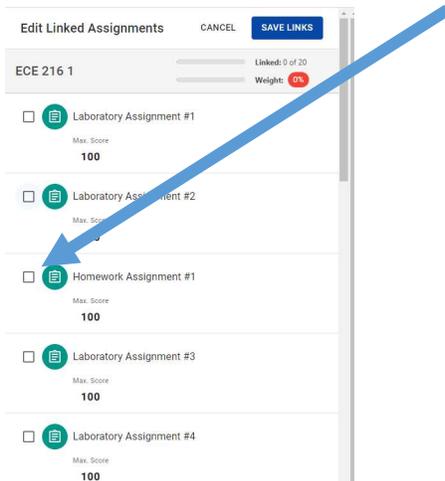
The Program Learning Outcomes assigned to your course will appear. **Choose the outcome that you would like to setup and click it.**

A screenshot of the 'Link Assignments' interface in Blackboard. The interface is split into two main sections: 'Select an Outcome' on the left and 'Link Assignments' on the right. The 'Select an Outcome' section shows a dropdown menu with '(BS)' selected, and a list of program curriculum mappings. One mapping is highlighted with a blue bar and a right-pointing arrow. A large green 'X' is overlaid on this area. Below the list, there are three performance goal cards: 'PERFORMANCE GOAL Proficient', 'PERFORMANCE SCORE 33% Or Above', and 'LINKED ASSIGNMENTS 0 of 0'. A 'PROFICIENCY SCALE' button is also visible. The 'Link Assignments' section on the right contains the text 'Once you select an available cour' and 'Ava To beg'.

The following will appear on the right-hand side of the screen. Click the Manage button to see a list of the assignments you can link to this outcome.



A list of the assignments from your Blackboard course will appear, along with weighting options. **Check the box next to the assignments that align with this Learning Outcome.** As you click the boxes, the weighting will adjust to assign equal weights to each item. You can change this if you want an assignment to carry more weight, but you must have the total add up to 100% each time you designate assignments to include.



Note: The assignment should be specific to the program learning objective to which it is being linked. If the assignment score represents achievement in multiple outcomes then the assignment score should be disaggregated prior to linking in AEFIS. Contact your school’s assessment specialist or Blackboard support person for assistance.

When you have selected all of your assignments and set their weights, click “Save Links”.



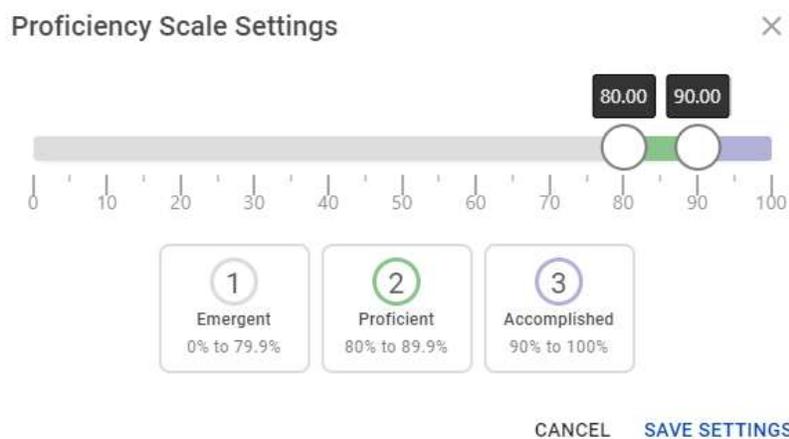
The assessment linking for your course will appear for review on the main screen.

Set the Percentages for the Proficiency Scale

Review the bottom of the outcome box and click on the grey proficiency scale button. This is where you determine program rubric assessment mapping for the ranges in assignment scores.



Example: In this example, scores of 90% or higher will map to the highest rubric level (level 3 indicated in purple). Scores between 80% and 90% will map to the middle rubric level (level two indicated in green). Scores under 80% will map to the lowest rubric level (level 1 indicated in grey). Your program levels may be different colors and have different wording.



When you are happy with the settings, click **“Save Settings”**.

Note:

- You can modify or add assignments to include by clicking on the manage button anytime while the assessment schedule is open. Assessment schedules typically close within 4-6 weeks of the end of the semester.
- If you add new assignments, the weights for the new items may be set at ZERO. You will need to make manual adjustments to the weightings to account for new items.
- If you add new grade center items in Blackboard, you will need to click the Assignments link and refresh your LMS assignments to collect those into AEFIS before being able to link them.