AEFIS Reference: Creating an AEFIS Program Mapping – Student Outcomes

Purpose: To define the student outcomes associated with an AEFIS Program.

Content:

Editing Outcomes

While in the "**Student Outcomes**" area, click on the **"Edit"** button.
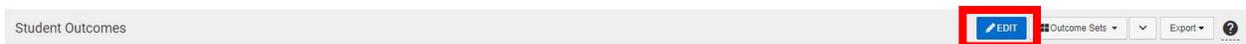
When finished, hit EXIT in the Designer area. This will save all of your changes.
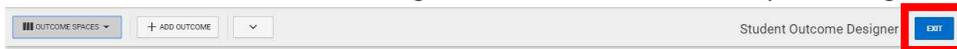
Adding New Outcomes

Click on **"+ ADD OUTCOME"** in the top left corner of the Designer page.
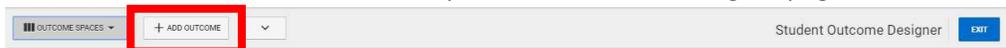
Add the information about the program outcome. There should be a complete description of the outcome, a name (which includes some basic information that faculty will understand) and a unique code (BAHIS1 in this example, however, it could be more descriptive of the outcome) Hit **"SAVE"** when complete. Add as many program outcomes as you need.

Edit an Outcome

While you are working on your program outcomes, you may decide to change information. Click on the pencil icon next to any item to edit it.

Click the blue checkmark to save your changes. Click the grey X to cancel your changes.

Make a Copy of an Outcome

If you would like to take an existing outcome and use it as a basis to create a new one, use the Copy option from the blue button

The new outcome will appear and you can change the name, description and code associated. Click the pencil next to each item to make changes.

Delete an Outcome

If you wish to remove an outcome, click on the blue button and choose the red trash button
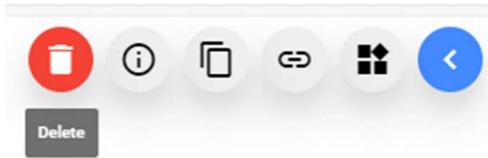
Editing Scales Associated with Outcomes

If you would like to edit the information about the mastery levels and associated requirements, click on the blue button and choose **"Edit Scale."**

This screen will appear and you can enter descriptive information for each level. Click **"Save and Close"** when finished.

Assign Program Outcomes to Accreditor Outcomes

If you would like to relate one of your program outcomes to an accreditor outcome, click on the blue button and choose **"Relate Outcomes."**
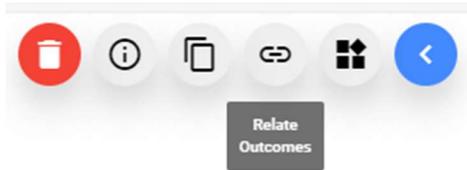
Click on the **"+ADD"** or the **"+ADD OUTCOME RELATION"** buttons.
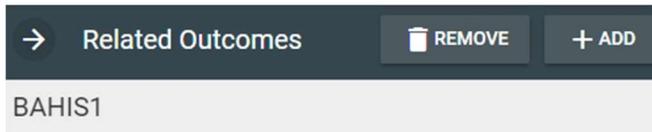
Select the outcome set you would like to relate to and then click **"Next."**

Note: You cannot relate an outcome that is currently part of the curriculum. To do so, you would need to remove it from the curriculum mapping (see the blue note in the image below).

Select one or more outcomes you would like to relate to.

Click on the "**OK, CREATE OUTCOME RELATIONSHIP**" button.