

## AEFIS Reference: Creating an AEFIS Program Mapping – Student Outcomes

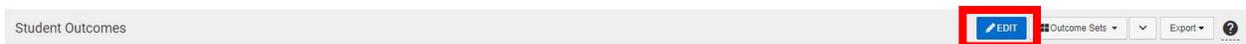
**Purpose:** To define the student outcomes associated with an AEFIS Program.

**Content:**

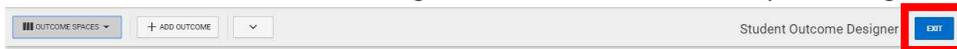
- [Editing the Outcomes](#)
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### Editing Outcomes

While in the “**Student Outcomes**” area, click on the “**Edit**” button.

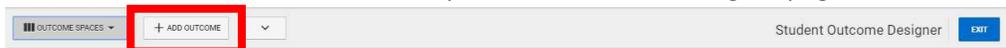


When finished, hit EXIT in the Designer area. This will save all of your changes.



### 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.

A screenshot of the "Add Outcome" dialog box. The dialog has a title bar with a plus sign and a close button. It contains three main input areas: "Enter a Name for the Outcome" with a text box containing "Writing about History", "Outcome Code" with a text box containing "BAHIS1", and "Enter a Description for the Outcome" with a larger text area containing "Students will be able to write about history". At the bottom, there are three buttons: "HELP ME GET STARTED", "SAVE", and "CANCEL".

## 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.

▼ BAHIS1 ✎

**Writing about History** ✎

Students will be able to write about history. ✎

- 1 Emergent  
No Description. Click to Edit. ✎
- 2 Proficient  
No Description. Click to Edit. ✎
- 3 Accomplished  
No Description. Click to Edit. ✎

 Program

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

Writing about History ✎  

Students will be able to write about history. ✎

## 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.

▼ BAHIS1 ✎

**Writing about History (copy)** ✎

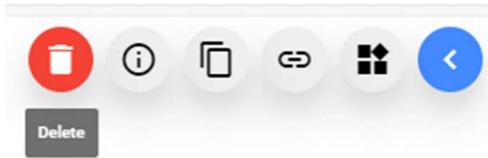
Students will be able to write about history. ✎

- 1 Emergent  
No Description. Click to Edit. ✎
- 2 Proficient  
No Description. Click to Edit. ✎
- 3 Accomplished  
No Description. Click to Edit. ✎

 Program

## 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.**”

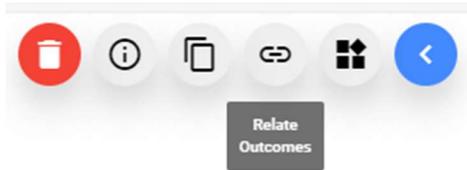


This screen will appear and you can enter descriptive information for each level. Click “**Save and Close**” when finished.

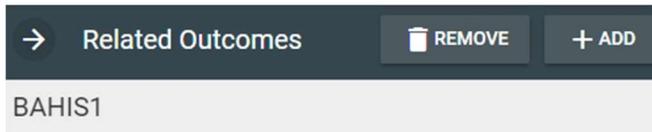
A screenshot of a web application interface for editing rubrics. At the top, there is a dark header bar with a right-pointing arrow, the text 'Rubrics', a plus icon in a square, and a 'SAVE AND CLOSE' button. Below the header, the text 'BAHIS1' is displayed. The main content area contains three numbered levels: 1. Emergent, 2. Proficient, and 3. Accomplished. Each level has a text input field with the placeholder text 'Enter a description for the rubric.' and a small diagonal icon in the bottom right corner of the field.

## 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.



### Related Outcomes Not Found

This outcome has not been related to any other outcomes.  
Click the button below to create and add an outcome relation.



Select the outcome set you would like to relate to and then click **“Next.”**



First, let's select an outcome type.

You are relating outcomes to a **program** outcome. You may relate outcomes from one of the following outcome sets.

Please select an outcome set.

AAACSB Standards 2020 Outcomes

**External Outcomes**

AAACSB Standards 2020 Outcomes

MSCHE Standards Outcomes

CANCEL

< PREVIOUS    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).

1 Oral Comm

## 1. Oral Communication

Students should acquire and demonstrate the essential skill of oral communication.

**i** This outcome is currently part of the curriculum and can not be selected. To select this outcome, you must remove the curriculum mapping.

**Group: MSCHE Standards** **MSCHE** **External Outcome**

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

+Add Relationship

1 Outcome Type    2 Select Outcomes    3 Finish & Relate



Next, select one or more outcomes to relate.

AACSB GP1

**GP 1 Ethics and Integrity**

Ethics and Integrity. The school encourages and supports ethical behavior and integrity by students, faculty, administrators, and staff in all its activities. The school is expected to have appropriate policies and procedures that attest to a strong emphasis on ethical behavior as well as a mechanism for identifying and remediating behavior by those associated with the conduct of the business school. It is expected that internal disputes between students and faculty or faculty and administration are dealt with at the school level. In particular, individual faculty personnel disputes are to be dealt with through local school channels. Only pervasive issues with systemic implications rise to the level of AACSB involvement and fall under the purview of this provision

CANCEL    < PREVIOUS    NEXT >

Click on the “OK, CREATE OUTCOME RELATIONSHIP” button.

+Add Relationship

1 Outcome Type    2 Select Outcomes    3 Finish & Relate



Great! You are ready to create the outcome relationship.

**OK, CREATE OUTCOME RELATIONSHIP**

CANCEL    < PREVIOUS    NEXT >