

Assessment Plan “Rollover” in Planning for Academic, Co-curricular, and Student Support Programs

(Rollover for Enrollment Support programs will take place in January 2025 due to calendar-year reporting cycle.)

All existing information in Planning will remain accessible and editable at all times.

The AY23-24 assessment [cycle](#) wrapped up on August 31. To save you time and effort in the new cycle, on **September 3, 2024** some of your program’s 2023-2024 assessment information in Planning was copied to 2024-2025, including your:

- Mission statements
- Learning outcomes
- Curriculum maps
- Assessment methods
- Stakeholder groups

You will be able to edit any of these items in the new (and old) reporting year if you’d like to do so.

This is a one-time process; any information added to 2023-2024 after August 31 will not be rolled over to 2024-2025.

Some information will not be copied to the new academic year (2024-2025). New information must be entered each year for:

- Method history
- Results
- Action plans
- Timeline for implementation
- Stakeholder engagement
- Stakeholder feedback
- Any optional items (Surveys delivered through Baseline, Assessment plan feedback, Additional information)

The default view when you open Planning is now the 2024-2025 academic year. You can always view and edit previous years by switching to another academic year’s view. (Detailed instructions are available below.)

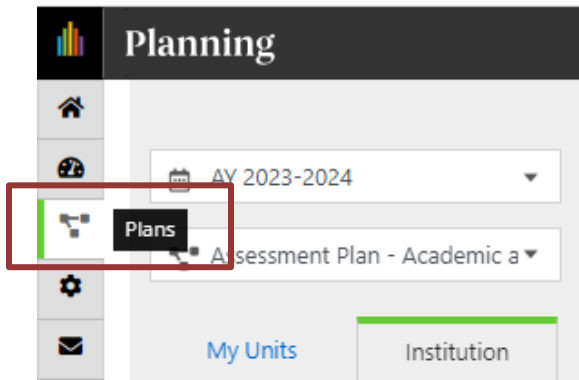
Questions? Please contact WSU Director of Assessment Cathy Barrette (c.barrette@wayne.edu), your [University Assessment Council representative](#), or Campus Labs support (support@campuslabs.com, (716)270-0000).

CHANGING VIEWS TO A DIFFERENT ACADEMIC YEAR IN PLANNING:

Login

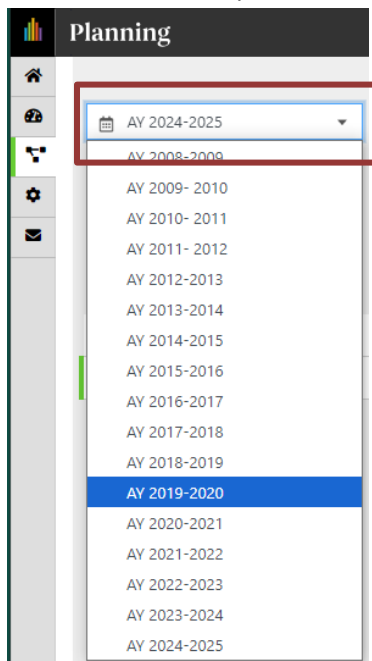
Log in to Planning at <https://wayne.campuslabs.com/home> using your WSU credentials.

The default/**HOME** view is called the **DASHBOARD**. The dashboard provides filtered lists of the information you have access to. To see all of your information, change to the Plans view by clicking on the **PLANS** icon.



Select a Time Period

The default time period is the current academic year (September 1 through August 31). To see previous years' information, use the pulldown menu at the top left.



Time Period pulldown menu location