

ISLO/PSLO Summary Map by Course/Context

Map Origin: Courses for CC Art

Map Target: PSLOs for CC Art

CSLOs	PSLOs	Fine Arts: Emphasis in Art: AA			Fine Arts: Emphasis in Photography: AA	
		Critique and analyze subject matter in the arts based on theory and techniques.	Compose works of art that utilize a combination of techniques, materials, visual ideas, and experiences.	Differentiate major historical movements and developments in visual arts.	Present commercially viable visual art works for peer, professional or academic review.	Critically analyze and assess diverse historical and contemporary visual art works.
CART-14						
Discuss the work of major artists, cultures, genres and periods in terms of their artistic concerns and stylistic characteristics, the media they use, and the principal influences upon them						
CART1						
Select appropriate papers, graphite and charcoal pencils and sticks, and ink and brushes.	X	X		X	X	
Understand and use basic intuitive and analytical techniques when drawing from observation.	X	X		X	X	
CART103						
Demonstrate safe working practices in a metal sculpture environment.						
CART11						
Define and use common art historical terms.			X		X	
Discuss the iconography popular during various historical periods, as well as the iconography of specific works of art.			X		X	
CART12						

CSLOs	PSLOs	Fine Arts: Emphasis in Art: AA			Fine Arts: Emphasis in Photography: AA	
		Critique and analyze subject matter in the arts based on theory and techniques.	Compose works of art that utilize a combination of techniques, materials, visual ideas, and experiences.	Differentiate major historical movements and developments in visual arts.	Present commercially viable visual art works for peer, professional or academic review.	Critically analyze and assess diverse historical and contemporary visual art works.
Use and define common art historical terms.				X		X
Identify significant religious and philosophical movements and discuss their relation to works of art.				X		X
Discuss the work of major artists in terms of their artistic concerns and stylistic characteristics, the media they use, and the principal influences upon them.				X		X
CART13						
Use and define common art historical terms.				X		X
Identify significant religious and philosophical movements and discuss their relation to works of art.				X		X
Discuss the work of the various cultures in terms of their artistic concerns and stylistic characteristics, the media they use, and the principle influences upon them.				X		X
CART166						
Pursue American Welding Society (AWS) certification.						
Demonstrate knowledge of safe working practices in a welding environment.						
CART2						
Understand color relationships and color theory.		X	X		X	X
Practice pictorial composition with boldness.		X	X		X	X

CSLOs	PSLOs	Fine Arts: Emphasis in Art: AA			Fine Arts: Emphasis in Photography: AA	
		Critique and analyze subject matter in the arts based on theory and techniques.	Compose works of art that utilize a combination of techniques, materials, visual ideas, and experiences.	Differentiate major historical movements and developments in visual arts.	Present commercially viable visual art works for peer, professional or academic review.	Critically analyze and assess diverse historical and contemporary visual art works.
Understand contrast of forms, colors and values.		X	X		X	X
CART21A						
Understand color relationships-primary colors, secondary color, adjacent colors and complementary colors.		X	X		X	X
Mix colors for desirable results.		X	X		X	X
Fill the canvas with a solid composition.		X	X		X	X
CART21B						
Exercise various new paint application techniques to suit personal needs.						
Begin to trust intuition and inner voice.						
Gain greater understanding of own uniqueness and express it through paint.						
CART23A						
Select appropriate papers, brushes, and colors, and organize a palette.		X	X		X	X
Execute basic wash techniques and layered transparencies.		X	X		X	X
CART23B						
Select appropriate papers, brushes, and colors, and organize a palette.						
Execute basic wash techniques and layered transparencies.						
CART25						
Work with oil or acrylic paint, ink, pen, etc. on canvas.		X	X		X	X

CSLOs	PSLOs	Fine Arts: Emphasis in Art: AA			Fine Arts: Emphasis in Photography: AA	
		Critique and analyze subject matter in the arts based on theory and techniques.	Compose works of art that utilize a combination of techniques, materials, visual ideas, and experiences.	Differentiate major historical movements and developments in visual arts.	Present commercially viable visual art works for peer, professional or academic review.	Critically analyze and assess diverse historical and contemporary visual art works.
Combine tissue, newspaper, special paper on canvas to create actual textures.		X	X		X	X
Work on surfaces other than canvas, such as wood, glass or metal.		X	X		X	X
CART3						
Understand and discuss the elements and principles of design in other peoples' work.		X	X			
Identify and employ the element and principles of organization of design into one's own work.		X	X			
CART31						
Create items from basic construction methods such as pinch pots, coil, slab and hollow form sculpture.		X	X			
Create works with attention to functionality and form.		X	X			
CART32						
Properly handle work, load and unload kilns.						
Research the ceramic work of at least one other culture.						
CART33						
Fire kilns, calculate glaze formulation; demonstrate knowledge of chemicals.						
Create campus display of a body of work.						
Create a cohesive body of work with recognizable personal style.						
CART35						

CSLOs	PSLOs	Fine Arts: Emphasis in Art: AA			Fine Arts: Emphasis in Photography: AA	
		Critique and analyze subject matter in the arts based on theory and techniques.	Compose works of art that utilize a combination of techniques, materials, visual ideas, and experiences.	Differentiate major historical movements and developments in visual arts.	Present commercially viable visual art works for peer, professional or academic review.	Critically analyze and assess diverse historical and contemporary visual art works.
Take an active role in firing the raku kiln. Students demonstrate their understanding of reduction methods and of oxidation. Students utilize a variety of materials appropriate for the reduction chamber.						
Demonstrate a number of post firing techniques such as acrylic paint, faux bronze patina, and pine pitch surface treatment.						
Research and recreate one piece of pottery from an ancient culture.						
CART36						
Research and write about throwing techniques.						
Demonstrate competency in glazed surfaces for functional high fire dishes for food.						
Demonstrate technical competency in wheel throwing and trimming.						
CART40						
Load film in camera, shoot, advance, rewind, unload the canister and to load film in the darkroom onto spool for developing.		X	X		X	X
Develop film in the darkroom.		X	X		X	X
Demonstrate different aperture and speed settings and the ability to override the camera to adjust results.		X	X		X	X
CART45						

CSLOs	PSLOs	Fine Arts: Emphasis in Art: AA			Fine Arts: Emphasis in Photography: AA	
		Critique and analyze subject matter in the arts based on theory and techniques.	Compose works of art that utilize a combination of techniques, materials, visual ideas, and experiences.	Differentiate major historical movements and developments in visual arts.	Present commercially viable visual art works for peer, professional or academic review.	Critically analyze and assess diverse historical and contemporary visual art works.
Control the lighting in variable locations.					X	X
Isolate subject matter in a variety of settings.					X	X
Demonstrate the ability to make adjustments to their images after shooting them.					X	X
CART46						
Create a photo album of assignments.					X	X
Demonstrate proficiency in ten elements of design.					X	X
Make appropriate adjustments with the camera - so that the detail of the assignment is appropriate.					X	X
CART49						
Demonstrate an ability to criticize one's work, product, and performance.					X	X
Design, organize, and compose projects.					X	X
CART51						
Analyze and supportively critique the work of others.		X	X			
Apply formal design principles in image construction.		X	X			
Sketch image thumbnails to communicate concepts.		X	X			
Demonstrate how concept informs image making.		X	X			
CART53						
Analyze and supportively critique the work of others.		X	X			

CSLOs	PSLOs	Fine Arts: Emphasis in Art: AA			Fine Arts: Emphasis in Photography: AA	
		Critique and analyze subject matter in the arts based on theory and techniques.	Compose works of art that utilize a combination of techniques, materials, visual ideas, and experiences.	Differentiate major historical movements and developments in visual arts.	Present commercially viable visual art works for peer, professional or academic review.	Critically analyze and assess diverse historical and contemporary visual art works.
Apply formal design principles in image construction.		X	X			
Sketch image thumbnails to communicate concepts.		X	X			
Demonstrate how concept informs image making.		X	X			
CART56						
Analyze and apply different approaches to solving problems of communicating with type.						
CART71						
Research early sculptural forms from several historic periods and construct sculptural forms based on these periods: early China, Jomon Japan, and pre-Columbian America.		X	X			
Demonstrate simplification and synthesis of sculptural forms based on ancient and contemporary examples.		X	X			
CART72						
Produce a series (one piece developing from another).						
Research and explore animal forms which they may interpret in an abstract or realistic manner.						
Demonstrate their understanding of sculptural vocabulary.						
CART9A						

CSLOs	PSLOs	Fine Arts: Emphasis in Art: AA			Fine Arts: Emphasis in Photography: AA	
		Critique and analyze subject matter in the arts based on theory and techniques.	Compose works of art that utilize a combination of techniques, materials, visual ideas, and experiences.	Differentiate major historical movements and developments in visual arts.	Present commercially viable visual art works for peer, professional or academic review.	Critically analyze and assess diverse historical and contemporary visual art works.
Execute the following various drawing exercises with vine charcoal on paper. 1. gesture drawing 2. contour drawing-outer contour, blind contour, crossed contour 3. grey wash drawing 4. value reduction 5. rendering 6. line drawing	X	X		X	X	
Execute foreshortening drawing.	X	X		X	X	
Execute studies of hands, feet, and head.	X	X		X	X	
CART9B						
Execute all Art 9A exercises with color pastel, color pencil, water color, ink, and mixed media.						
Create depth and space with arrangements of figures.						
Gain greater understanding of the human body for expression.						

CSLOs	PSLOs	Fine Arts: Emphasis in Photography: AA		Studio Arts: AAT	
		Create photographs that visually communicate ideas and concepts while engaging the practices, theories and materials of the medium	Demonstrate advance skills in both dry (digital) and wet (analog) darkroom methods as well as commercial studio techniques.	Demonstrate an understanding of the art materials, methods and techniques, historical and contemporary, and the contexts in which they are employed.	Demonstrate a foundation of art skills and a high level of craftsmanship by utilizing a variety of tools and technologies.
CART-14					
Discuss the work of major artists, cultures, genres and periods in terms of their artistic concerns and stylistic characteristics, the media they use, and the principal influences upon them					
CART1					
Select appropriate papers, graphite and charcoal pencils and sticks, and ink and brushes.					X
Understand and use basic intuitive and analytical techniques when drawing from observation.					X
CART103					
Demonstrate safe working practices in a metal sculpture environment.					
CART11					
Define and use common art historical terms.				X	
Discuss the iconography popular during various historical periods, as well as the iconography of specific works of art.				X	
CART12					
Use and define common art historical terms.				X	

		Fine Arts: Emphasis in Photography: AA		Studio Arts: AAT	
		Create photographs that visually communicate ideas and concepts while engaging the practices, theories and materials of the medium	Demonstrate advance skills in both dry (digital) and wet (analog) darkroom methods as well as commercial studio techniques.	Demonstrate an understanding of the art materials, methods and techniques, historical and contemporary, and the contexts in which they are employed.	Demonstrate a foundation of art skills and a high level of craftsmanship by utilizing a variety of tools and technologies.
CSLOs	PSLOs				
Identify significant religious and philosophical movements and discuss their relation to works of art.				X	
Discuss the work of major artists in terms of their artistic concerns and stylistic characteristics, the media they use, and the principal influences upon them.				X	
CART13					
Use and define common art historical terms.				X	
Identify significant religious and philosophical movements and discuss their relation to works of art.				X	
Discuss the work of the various cultures in terms of their artistic concerns and stylistic characteristics, the media they use, and the principle influences upon them.				X	
CART166					
Pursue American Welding Society (AWS) certification.					
Demonstrate knowledge of safe working practices in a welding environment.					
CART2					
Understand color relationships and color theory.					X

CSLOs	PSLOs	Fine Arts: Emphasis in Photography: AA		Studio Arts: AAT	
		Create photographs that visually communicate ideas and concepts while engaging the practices, theories and materials of the medium	Demonstrate advance skills in both dry (digital) and wet (analog) darkroom methods as well as commercial studio techniques.	Demonstrate an understanding of the art materials, methods and techniques, historical and contemporary, and the contexts in which they are employed.	Demonstrate a foundation of art skills and a high level of craftsmanship by utilizing a variety of tools and technologies.
Practice pictorial composition with boldness.					X
Understand contrast of forms, colors and values.					X
CART21A					
Understand color relationships- primary colors, secondary color, adjacent colors and complementary colors.					X
Mix colors for desirable results.					X
Fill the canvas with a solid composition.					X
CART21B					
Exercise various new paint application techniques to suit personal needs.					X
Begin to trust intuition and inner voice.					X
Gain greater understanding of own uniqueness and express it through paint.					X
CART23A					
Select appropriate papers, brushes, and colors, and organize a palette.					X
Execute basic wash techniques and layered transparencies.					X
CART23B					
Select appropriate papers, brushes, and colors, and organize a palette.					X

PSLOs		Fine Arts: Emphasis in Photography: AA		Studio Arts: AAT	
		Create photographs that visually communicate ideas and concepts while engaging the practices, theories and materials of the medium	Demonstrate advance skills in both dry (digital) and wet (analog) darkroom methods as well as commercial studio techniques.	Demonstrate an understanding of the art materials, methods and techniques, historical and contemporary, and the contexts in which they are employed.	Demonstrate a foundation of art skills and a high level of craftsmanship by utilizing a variety of tools and technologies.
CSLOs	Execute basic wash techniques and layered transparencies.				X
	CART25				
	Work with oil or acrylic paint, ink, pen, etc. on canvas.				X
	Combine tissue, newspaper, special paper on canvas to create actual textures.				X
	Work on surfaces other than canvas, such as wood, glass or metal.				X
	CART3				
	Understand and discuss the elements and principles of design in other peoples' work.				X
	Identify and employ the element and principles of organization of design into one's own work.				X
	CART31				
	Create items from basic construction methods such as pinch pots, coil, slab and hollow form sculpture.				X
	Create works with attention to functionality and form.				X
	CART32				
	Properly handle work, load and unload kilns.				X
	Research the ceramic work of at least one other culture.				X
	CART33				

		Fine Arts: Emphasis in Photography: AA		Studio Arts: AAT	
		Create photographs that visually communicate ideas and concepts while engaging the practices, theories and materials of the medium	Demonstrate advance skills in both dry (digital) and wet (analog) darkroom methods as well as commercial studio techniques.	Demonstrate an understanding of the art materials, methods and techniques, historical and contemporary, and the contexts in which they are employed.	Demonstrate a foundation of art skills and a high level of craftsmanship by utilizing a variety of tools and technologies.
CSLOs	PSLOs				
	Fire kilns, calculate glaze formulation; demonstrate knowledge of chemicals.				
	Create campus display of a body of work.				
	Create a cohesive body of work with recognizable personal style.				
CART35					
	Take an active role in firing the raku kiln. Students demonstrate their understanding of reduction methods and of oxidation. Students utilize a variety of materials appropriate for the reduction chamber.				
	Demonstrate a number of post firing techniques such as acrylic paint, faux bronze patina, and pine pitch surface treatment.				
	Research and recreate one piece of pottery from an ancient culture.				
CART36					
	Research and write about throwing techniques.				
	Demonstrate competency in glazed surfaces for functional high fire dishes for food.				
	Demonstrate technical competency in wheel throwing and trimming.				
CART40					

CSLOs	PSLOs	Fine Arts: Emphasis in Photography: AA		Studio Arts: AAT	
		Create photographs that visually communicate ideas and concepts while engaging the practices, theories and materials of the medium	Demonstrate advance skills in both dry (digital) and wet (analog) darkroom methods as well as commercial studio techniques.	Demonstrate an understanding of the art materials, methods and techniques, historical and contemporary, and the contexts in which they are employed.	Demonstrate a foundation of art skills and a high level of craftsmanship by utilizing a variety of tools and technologies.
Load film in camera, shoot, advance, rewind, unload the canister and to load film in the darkroom onto spool for developing.	X	X		X	
Develop film in the darkroom.	X	X		X	
Demonstrate different aperture and speed settings and the ability to override the camera to adjust results.	X	X		X	
CART45					
Control the lighting in variable locations.	X	X			
Isolate subject matter in a variety of settings.	X	X			
Demonstrate the ability to make adjustments to their images after shooting them.	X	X			
CART46					
Create a photo album of assignments.	X	X			
Demonstrate proficiency in ten elements of design.	X	X			
Make appropriate adjustments with the camera - so that the detail of the assignment is appropriate.	X	X			
CART49					
Demonstrate an ability to criticize one's work, product, and performance.	X	X			
Design, organize, and compose projects.	X	X			

CSLOs	PSLOs	Fine Arts: Emphasis in Photography: AA		Studio Arts: AAT	
		Create photographs that visually communicate ideas and concepts while engaging the practices, theories and materials of the medium	Demonstrate advance skills in both dry (digital) and wet (analog) darkroom methods as well as commercial studio techniques.	Demonstrate an understanding of the art materials, methods and techniques, historical and contemporary, and the contexts in which they are employed.	Demonstrate a foundation of art skills and a high level of craftsmanship by utilizing a variety of tools and technologies.
	CART51				
Analyze and supportively critique the work of others.					
Apply formal design principles in image construction.					
Sketch image thumbnails to communicate concepts.					
Demonstrate how concept informs image making.					
	CART53				
Analyze and supportively critique the work of others.					
Apply formal design principles in image construction.					
Sketch image thumbnails to communicate concepts.					
Demonstrate how concept informs image making.					
	CART56				
Analyze and apply different approaches to solving problems of communicating with type.					
	CART71				
Research early sculptural forms from several historic periods and construct sculptural forms based on these periods: early China, Jomon Japan, and pre-Columbian America.					X

		Fine Arts: Emphasis in Photography: AA		Studio Arts: AAT	
		Create photographs that visually communicate ideas and concepts while engaging the practices, theories and materials of the medium	Demonstrate advance skills in both dry (digital) and wet (analog) darkroom methods as well as commercial studio techniques.	Demonstrate an understanding of the art materials, methods and techniques, historical and contemporary, and the contexts in which they are employed.	Demonstrate a foundation of art skills and a high level of craftsmanship by utilizing a variety of tools and technologies.
CSLOs	PSLOs				
	Demonstrate simplification and synthesis of sculptural forms based on ancient and contemporary examples.				X
	CART72				
	Produce a series (one piece developing from another).				
	Research and explore animal forms which they may interpret in an abstract or realistic manner.				
	Demonstrate their understanding of sculptural vocabulary.				
	CART9A				
	Execute the following various drawing exercises with vine charcoal on paper. 1. gesture drawing 2. contour drawing-outer contour, blind contour, crossed contour 3. grey wash drawing 4. value reduction 5. rendering 6. line drawing				X
	Execute foreshortening drawing.				X
	Execute studies of hands, feet, and head.				X
	CART9B				
	Execute all Art 9A exercises with color pastel, color pencil, water color, ink, and mixed media.				X
	Create depth and space with arrangements of figures.				X

		Fine Arts: Emphasis in Photography: AA		Studio Arts: AAT	
CSLOs	PSLOs	Create photographs that visually communicate ideas and concepts while engaging the practices, theories and materials of the medium	Demonstrate advance skills in both dry (digital) and wet (analog) darkroom methods as well as commercial studio techniques.	Demonstrate an understanding of the art materials, methods and techniques, historical and contemporary, and the contexts in which they are employed.	Demonstrate a foundation of art skills and a high level of craftsmanship by utilizing a variety of tools and technologies.
	Gain greater understanding of the human body for expression.				X

Assessment Levels:

SLO Performance - ISLO/PSLO With Courses

CC Business Administration

Date: 01/19/2017

Account Clerk: Cert

SLO Class: Account Clerk: Cert

Terms: CC Fall 2016

Course: CBUSAD135 - Computerized Accounting-Quickbooks
(No SLOs assessed in this course)

Course: CBUSAD161A - Small Business Accounting I**PSLO: Accounting evaluating skills required for Full charge bookkeeper****Totals for this PSLO**

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%
Total		0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%

CSLOs Mapped to this PSLO

Discover an appreciation regarding "HOW" and "WHY" the topics in the course are interrelated, interdependent and operate in concert with the topics in other courses in the business program.

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%
Total		0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%

Totals for these CSLOs

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%
Total		0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%

Assessments Overall**Assessments Linked directly to this PSLO**

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Total		0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

All SLOs

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%
Total		0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%

Course: CBUSAD163 - Business Mathematics**PSLO: Accounting evaluating skills required for Full charge bookkeeper****Totals for this PSLO**

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%
Total		0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%

CSLOs Mapped to this PSLO

Demonstrate a working knowledge of the practical applications of mathematics as it applies to business and consumer situations by analyzing and determining necessary procedures in producing accurate quantified information.

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%
Total		0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%

Totals for these CSLOs

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%
Total		0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%

Assessments Overall**Assessments Linked directly to this PSLO**

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Total		0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

All SLOs

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%
Total	0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%

Course: CBUSAD2A - Financial Accounting
--

(No SLOs assessed in this course)

Course: CCCTIS30 - Financial Worksheets on Computers

(No SLOs assessed in this course)

Course: CCCTPG9 - Operating Systems - Windows-Unix/Linux

(No SLOs assessed in this course)

Course: CMGMT114 - Values/Ethics in the Workplace

(No SLOs assessed in this course)

Course: CMGMT116 - Stress Management in the Workplace

(No SLOs assessed in this course)

Course: CMGMT118 - Decision Making in the Workplace

(No SLOs assessed in this course)

Course: CMGMT120 - Generational Diversity: Teams

(No SLOs assessed in this course)

SLO Performance - ISLO/PSLO With Courses

CC Business Administration

Date: 01/19/2017

SLO Class:

Terms: CC Fall 2016

Course: CBUSAD121 - Adobe Acrobat Essentials
(No SLOs assessed in this course)

Course: CBUSAD135 - Computerized Accounting-Quickbooks

(No SLOs assessed in this course)

Course: CBUSAD151 - Finance and Investments

(No SLOs assessed in this course)

Course: CBUSAD155 - Computerized Accounting for Business

(No SLOs assessed in this course)

Course: CBUSAD158 - Payroll Accounting**PSLO: Ability to work in teams and interact collaboratively****Totals for this PSLO**

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	12	92.31%	0	0.00%	1	7.69%	13	100.00%
Total		0	0.00%	12	92.31%	0	0.00%	1	7.69%	13	100.00%

CSLOs Mapped to this PSLO

Express themselves clearly when writing or speaking about the payroll accounting process

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	12	92.31%	0	0.00%	1	7.69%	13	100.00%
Total		0	0.00%	12	92.31%	0	0.00%	1	7.69%	13	100.00%

Totals for these CSLOs

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	12	92.31%	0	0.00%	1	7.69%	13	100.00%
Total		0	0.00%	12	92.31%	0	0.00%	1	7.69%	13	100.00%

Assessments Overall

Assessments Linked directly to this PSLO

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Total		0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

PSLO: Create and maintain accurate records using GAAP**Totals for this PSLO**

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	36	92.31%	0	0.00%	3	7.69%	39	100.00%
Total	0	0.00%	36	92.31%	0	0.00%	3	7.69%	39	100.00%

CSLOs Mapped to this PSLO

Express themselves clearly when writing or speaking about the payroll accounting process

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	12	92.31%	0	0.00%	1	7.69%	13	100.00%
Total	0	0.00%	12	92.31%	0	0.00%	1	7.69%	13	100.00%

Describe and apply various laws that effect employers in their payroll operations.

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	12	92.31%	0	0.00%	1	7.69%	13	100.00%
Total	0	0.00%	12	92.31%	0	0.00%	1	7.69%	13	100.00%

Apply the employment procedures generally followed in a Human Resources Department

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	12	92.31%	0	0.00%	1	7.69%	13	100.00%
Total	0	0.00%	12	92.31%	0	0.00%	1	7.69%	13	100.00%

Totals for these CSLOs

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	36	92.31%	0	0.00%	3	7.69%	39	100.00%
Total	0	0.00%	36	92.31%	0	0.00%	3	7.69%	39	100.00%

Assessments Overall

Assessments Linked directly to this PSLO

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Total	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

All SLOs

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	36	92.31%	0	0.00%	3	7.69%	39	100.00%
Total	0	0.00%	36	92.31%	0	0.00%	3	7.69%	39	100.00%

Course: CBUSAD161A - Small Business Accounting I**PSLO: Accounting evaluating skills required for Full charge bookkeeper****Totals for this PSLO**

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%
Total		0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%

CSLOs Mapped to this PSLO

Discover an appreciation regarding "HOW" and "WHY" the topics in the course are interrelated, interdependent and operate in concert with the topics in other courses in the business program.

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%
Total		0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%

Totals for these CSLOs

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%
Total		0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%

Assessments Overall**Assessments Linked directly to this PSLO**

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Total		0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

PSLO: Prepare and maintain accounting records**Totals for this PSLO**

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%
Total	0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%

CSLOs Mapped to this PSLO

Discover an appreciation regarding "HOW" and "WHY" the topics in the course are interrelated, interdependent and operate in concert with the topics in other courses in the business program.

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%
Total	0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%

Totals for these CSLOs

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%
Total	0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%

Assessments Overall**Assessments Linked directly to this PSLO**

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Total	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

PSLO: Create and maintain accurate records using GAAP**Totals for this PSLO**

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%
Total	0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%

CSLOs Mapped to this PSLO

Discover an appreciation regarding "HOW" and "WHY" the topics in the course are interrelated, interdependent and operate in concert with the topics in other courses in the business program.

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%
Total	0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%

Totals for these CSLOs

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%
Total	0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%

Assessments Overall**Assessments Linked directly to this PSLO**

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Total	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

All SLOs

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%
Total	0	0.00%	19	95.00%	0	0.00%	1	5.00%	20	100.00%

Course: CBUSAD161B - Small Business Accounting II

(No SLOs assessed in this course)

Course: CBUSAD163 - Business Mathematics**PSLO: Accounting evaluating skills required for Full charge bookkeeper****Totals for this PSLO**

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%
Total		0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%

CSLOs Mapped to this PSLO

Demonstrate a working knowledge of the practical applications of mathematics as it applies to business and consumer situations by analyzing and determining necessary procedures in producing accurate quantified information.

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%
Total		0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%

Totals for these CSLOs

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%
Total		0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%

Assessments Overall**Assessments Linked directly to this PSLO**

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Total		0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

PSLO: Prepare and maintain accounting records**Totals for this PSLO**

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	8	50.00%	8	50.00%	0	0.00%	16	100.00%
Total	0	0.00%	8	50.00%	8	50.00%	0	0.00%	16	100.00%

CSLOs Mapped to this PSLO

Demonstrate a working knowledge of the practical applications of mathematics as it applies to business and consumer situations by analyzing and determining necessary procedures in producing accurate quantified information.

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%
Total	0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%

Develop and implement strategies for approaching word problems that commonly apply to business situations.

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	3	37.50%	5	62.50%	0	0.00%	8	100.00%
Total	0	0.00%	3	37.50%	5	62.50%	0	0.00%	8	100.00%

Totals for these CSLOs

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	8	50.00%	8	50.00%	0	0.00%	16	100.00%
Total	0	0.00%	8	50.00%	8	50.00%	0	0.00%	16	100.00%

Assessments Overall**Assessments Linked directly to this PSLO**

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Total	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

PSLO: Create and maintain accurate records using GAAP**Totals for this PSLO**

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	8	50.00%	8	50.00%	0	0.00%	16	100.00%
Total	0	0.00%	8	50.00%	8	50.00%	0	0.00%	16	100.00%

CSLOs Mapped to this PSLO

Demonstrate a working knowledge of the practical applications of mathematics as it applies to business and consumer situations by analyzing and determining necessary procedures in producing accurate quantified information.

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%
Total	0	0.00%	5	62.50%	3	37.50%	0	0.00%	8	100.00%

Develop and implement strategies for approaching word problems that commonly apply to business situations.

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	3	37.50%	5	62.50%	0	0.00%	8	100.00%
Total	0	0.00%	3	37.50%	5	62.50%	0	0.00%	8	100.00%

Totals for these CSLOs

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	8	50.00%	8	50.00%	0	0.00%	16	100.00%
Total	0	0.00%	8	50.00%	8	50.00%	0	0.00%	16	100.00%

Assessments Overall**Assessments Linked directly to this PSLO**

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Total	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

All SLOs

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	8	50.00%	8	50.00%	0	0.00%	16	100.00%
Total	0	0.00%	8	50.00%	8	50.00%	0	0.00%	16	100.00%

Course: CBUSAD164 - Income Tax

(No SLOs assessed in this course)

Course: CBUSAD18 - Business Law

(No SLOs assessed in this course)

Course: CBUSAD20 - Principles of Business
--

(No SLOs assessed in this course)

Course: CBUSAD24 - Human Relations

(No SLOs assessed in this course)

Course: CBUSAD25 - Job Search and Interviewing Strategies

(No SLOs assessed in this course)

Course: CBUSAD29 - Project Management
--

(No SLOs assessed in this course)

Course: CBUSAD2A - Financial Accounting

(No SLOs assessed in this course)

Course: CBUSAD2B - Managerial Accounting

(No SLOs assessed in this course)

Course: CBUSAD30 - Principles of Marketing

(No SLOs assessed in this course)

Course: CBUSAD40 - Principles of Management**PSLO: Ability to work in teams and interact collaboratively****Totals for this PSLO**

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	6	100.00%	0	0.00%	0	0.00%	6	100.00%
Total		0	0.00%	6	100.00%	0	0.00%	0	0.00%	6	100.00%

CSLOs Mapped to this PSLO

Demonstrate knowledge of Management terminology and understanding of major Management concepts

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	6	100.00%	0	0.00%	0	0.00%	6	100.00%
Total		0	0.00%	6	100.00%	0	0.00%	0	0.00%	6	100.00%

Totals for these CSLOs

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	6	100.00%	0	0.00%	0	0.00%	6	100.00%
Total		0	0.00%	6	100.00%	0	0.00%	0	0.00%	6	100.00%

Assessments Overall

Assessments Linked directly to this PSLO

		N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016		0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Total		0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

PSLO: Work and Communicate effectively**Totals for this PSLO**

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	12	100.00%	0	0.00%	0	0.00%	12	100.00%
Total	0	0.00%	12	100.00%	0	0.00%	0	0.00%	12	100.00%

CSLOs Mapped to this PSLO

Describe the differences in management levels in terms of skills needed and functions performed

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	6	100.00%	0	0.00%	0	0.00%	6	100.00%
Total	0	0.00%	6	100.00%	0	0.00%	0	0.00%	6	100.00%

Demonstrate knowledge of Management terminology and understanding of major Management concepts

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	6	100.00%	0	0.00%	0	0.00%	6	100.00%
Total	0	0.00%	6	100.00%	0	0.00%	0	0.00%	6	100.00%

Totals for these CSLOs

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	12	100.00%	0	0.00%	0	0.00%	12	100.00%
Total	0	0.00%	12	100.00%	0	0.00%	0	0.00%	12	100.00%

Assessments Overall

Assessments Linked directly to this PSLO

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Total	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%

All SLOs

	N/A		Exceeds expectations		Meets expectations		Does not meet expectations		Total	
CC Fall 2016	0	0.00%	12	100.00%	0	0.00%	0	0.00%	12	100.00%
Total	0	0.00%	12	100.00%	0	0.00%	0	0.00%	12	100.00%

Course: CBUSAD41 - Small Business Management

(No SLOs assessed in this course)

Course: CBUSAD9 - Introduction to Small Group and Team Communication

(No SLOs assessed in this course)

Course: CBUSAD97 - Work Experience in Business

(No SLOs assessed in this course)

ISLO/PSLO Summary Map by Course/Context

Map Origin: Courses for CC Chemistry

Map Target: PSLOs for CC Chemistry

CSLOs	PSLOs	Chemistry: AST			
		Demonstrate integration of theory and practice with scientific outcomes and investigations	Using, applying, and understanding scientific knowledge from mathematical theories	Understand and evaluate scientific findings in light of global health and environmental issues	Determine, analyze, and interpret quantitative information about chemical processes and phenomena
CCHEM14					
Understand and explain the atomic theory of matter and use the symbols, units, and mathematical relationships to relate and/or describe matter.					
Use quantitative reasoning in the investigation of static and dynamic properties of matter.					
Relate the theories of matter and reactions to biochemical processes and/or disease.					
CCHEM14L					
Know, understand, and follow safe procedures for handling equipment and some chemicals.					
Measure, analyze, and report data and/or findings from an investigation of matter relevant to human life and/or health.					
CCHEM16					
Communicate scientific data and conclusions to scientific and general audiences.					

CSLOs	PSLOs	Chemistry: AST				
		Demonstrate integration of theory and practice with scientific outcomes and investigations	Using, applying, and understanding scientific knowledge from mathematical theories	Understand and evaluate scientific findings in light of global health and environmental issues	Determine, analyze, and interpret quantitative information about chemical processes and phenomena	Communicate scientific knowledge, understanding, and practices to peer and professional audiences
Link mathematical models to the static and dynamic properties of matter, particularly those relating to physiological outcomes.						
Apply atomic theory to understand organic and biochemical reactions and processes.						
CCHEM16L						
Design and execute synthetic and experimental procedures for synthesis, data collection, and/or analysis of organic and biochemical materials.						
Know, understand, and follow expanded safe handling procedures for organic, biochemical, and/or biohazardous materials and equipment.						
CCHEM20						
Understand and explain the role and impact of chemistry in technology and/or nature.						
Use quantitative reasoning in the interpretation of data and results from published and/or student generated data sets.						
Describe how matter is transformed through biological and/or industrial processes and the results and consequences of such transformations						
CCHEM20L						

CSLOs	PSLOs	Chemistry: AST				
		Demonstrate integration of theory and practice with scientific outcomes and investigations	Using, applying, and understanding scientific knowledge from mathematical theories	Understand and evaluate scientific findings in light of global health and environmental issues	Determine, analyze, and interpret quantitative information about chemical processes and phenomena	Communicate scientific knowledge, understanding, and practices to peer and professional audiences
Know, understand, and follow safe procedures for handling equipment and some chemicals.						
Measure, analyze, and report data and/or findings from an investigation of matter relevant to topics in the course.						
CCHEM2A						
Understand and explain theories of simple atomic & molecular structure, equations of state, and simple chemical reactivities.	X					X
Use quantitative reasoning in the use and/or interpretation of numerical data.		X				
Organize, evaluate, and use information and/or theories for problem solving.			X			
CCHEM2AL						
Maintain an organized and complete record of lab work in a lab notebook.						X
Know, understand, and follow safe procedures for handling equipment and some chemicals.	X					
Relate empirical data to theoretical understandings.	X	X				
Use spreadsheet applications for analysis and/or presentation of experimental data.	X					X
CCHEM2B						

CSLOs	PSLOs	Chemistry: AST				
		Demonstrate integration of theory and practice with scientific outcomes and investigations	Using, applying, and understanding scientific knowledge from mathematical theories	Understand and evaluate scientific findings in light of global health and environmental issues	Determine, analyze, and interpret quantitative information about chemical processes and phenomena	Communicate scientific knowledge, understanding, and practices to peer and professional audiences
Know and apply more advanced theories of reaction energetics and dynamics.	X					
Apply mathematical skills to solving chemical problems.		X				
Predict some reaction outcomes based upon reactants and conditions.	X					
CCHEM2BL						
Demonstrate competence and skill in physical manipulations of experimental equipment.	X					
Select and use appropriate equipment and/or methods for an experiment	X					
Maintain an organized and complete record of lab work in a lab notebook.						X
CCHEM30						
Demonstrate the ability to write and speak critically about the essential questions addressed by the natural sciences, using the conventions and language of one of those disciplines.						
Analyze, interpret, and evaluate scientific hypotheses and theories using various methods (including mathematical techniques).						

CSLOs	PSLOs	Chemistry: AST				
		Demonstrate integration of theory and practice with scientific outcomes and investigations	Using, applying, and understanding scientific knowledge from mathematical theories	Understand and evaluate scientific findings in light of global health and environmental issues	Determine, analyze, and interpret quantitative information about chemical processes and phenomena	Communicate scientific knowledge, understanding, and practices to peer and professional audiences
Demonstrate the ability to think critically and to use appropriate concepts to analyze qualitatively problems or situations involving the fundamental principles of physics & chemistry.						
CCHEM4A						
Understand and apply simple reaction mechanism concepts to determine and/or explain reaction products.	X					
Understand the theories and/or practical uses of chemical instrumentation and determine molecular structures from instrumental data and/or spectra.	X					
Recognize and categorize advanced molecular geometry and understand how geometry affects reactions and vice versa.	X					
Apply understanding of reactions to systematic investigation of organic reactivities.	X					
CCHEM4AL						
Select and use appropriate equipment for synthesis, identification, and/or purification of chemicals.	X					
Find and use sources of health and/or safety data for laboratory chemicals.	X			X		
CCHEM4B						

CSLOs	PSLOs	Chemistry: AST				
		Demonstrate integration of theory and practice with scientific outcomes and investigations	Using, applying, and understanding scientific knowledge from mathematical theories	Understand and evaluate scientific findings in light of global health and environmental issues	Determine, analyze, and interpret quantitative information about chemical processes and phenomena	Communicate scientific knowledge, understanding, and practices to peer and professional audiences
Apply theories of mechanism to deduce mechanistic details from product distribution and/or conformation.	X					
Know and incorporate organic reactivity to biochemical processes.	X					
Use and apply systematic reactivities of organic molecules to design and evaluate syntheses.	X					
CCHEM4BL						
Use experimental evidence and/or instrumental data to substantiate reaction outcomes.	X	X				
Design and execute a synthetic procedure.	X					X
CCHEM5						
Understand and explain the atomic theory of matter and use the symbols, units, and mathematical relationships to relate and/or describe matter.						
Apply mathematical methods to quantitate static properties of matter using a variety of equations and measurement units.						
Incorporate theories and/or properties of matter to understand and relate human activity with existing matter on earth.						
CCHEM5L						

		Chemistry: AST				
CSLOs	PSLOs	Demonstrate integration of theory and practice with scientific outcomes and investigations	Using, applying, and understanding scientific knowledge from mathematical theories	Understand and evaluate scientific findings in light of global health and environmental issues	Determine, analyze, and interpret quantitative information about chemical processes and phenomena	Communicate scientific knowledge, understanding, and practices to peer and professional audiences
Know, understand, and follow safe procedures for handling equipment and some chemicals.						
Measure, analyze, and report data and/or findings from an investigation of matter from or representing the environment.						

Assessment Levels:

ISLO/PSLO Summary Map by Course/Context

Map Origin: Courses for CC Office Technology

Map Target: PSLOs for CC Office Technology

CSLOs	PSLOs	Administrative Office Professional: AS			Administrative Office Professional: Cert	
		Demonstrate an understanding of office management and relevant techniques.	Apply and maintain a computerized accounting system for system for financial statements.	Develop presentations using multimedia, graphic, and videos.	Demonstrate advanced formatting skills in common office documents.	Apply critical-thinking skills to common office situations and issues.
	COFTEC100					
	Key by touch, using proper technique, at approximately 25 words a minute (w.a.m) for 3 minutes, with a maximum of 5 errors, from straight copy.					
	COFTEC125					
	Apply ARMA (Association of Records Managers and Administrators) rules to file and retrieve records, using either alphabetic, numeric, subject or geographic methods.	X				X
	Apply indexing rules to a computer records database.	X				X
	COFTEC130					
	Identify and correct common spelling, grammar, and punctuation errors with a minimum of 70% accuracy as measured by examples taken from the textbook and other media.	X				X
	Choose and define the correct business word with a minimum of 70% accuracy as measured by completion of vocabulary quizzes.	X				X
	COFTEC131					

CSLOs	PSLOs	Administrative Office Professional: AS			Administrative Office Professional: Cert	
		Demonstrate an understanding of office management and relevant techniques.	Apply and maintain a computerized accounting system for system for financial statements.	Develop presentations using multimedia, graphic, and videos.	Demonstrate advanced formatting skills in common office documents.	Apply critical-thinking skills to common office situations and issues.
Apply organizational skills and time management to complete office tasks.		X				X
Demonstrate correct expression and professionalism in oral and written business communication as measured by a final project incorporating a written and oral report.		X				X
COFTEC132						
Demonstrate correct expression and professionalism in oral and written business communication as measured by a final project incorporating a written, oral, and visual presentation report.		X				X
Develop skills in the presentation of business documents by writing, revising, and formatting letters, memos, and reports using correct spelling, grammar, and punctuation with at least 70% accuracy as measured by individual writing assignments.		X				X
COFTEC140						
Prepare, store, retrieve, edit, and print documents using an industry standard word processing program.						

CSLOs	PSLOs	Administrative Office Professional: AS			Administrative Office Professional: Cert	
		Demonstrate an understanding of office management and relevant techniques.	Apply and maintain a computerized accounting system for system for financial statements.	Develop presentations using multimedia, graphic, and videos.	Demonstrate advanced formatting skills in common office documents.	Apply critical-thinking skills to common office situations and issues.
Demonstrate ability to use basic word processing terminology and apply word processing concepts to the creation of documents that would typically be required within a business.						
COFTEC141						
Prepare, store, retrieve, edit, and print documents which have been created using an industry standard word processing program.						
Demonstrate ability to correctly use intermediate/advanced word processing terminology and apply intermediate/advanced word processing concepts to the creation of documents that would typically be required within a business.						
COFTEC142						
Use desktop publishing software to create items such as brochures, flyers or newsletters that communicate the appropriate message to an intended audience.						
Demonstrate problem solving skills in relationship to using a variety of software technologies to create well crafted and powerful content.						
COFTEC149						
Create office visit notes, order lab, imaging and medical tests.						

CSLOs	PSLOs	Administrative Office Professional: AS			Administrative Office Professional: Cert	
		Demonstrate an understanding of office management and relevant techniques.	Apply and maintain a computerized accounting system for system for financial statements.	Develop presentations using multimedia, graphic, and videos.	Demonstrate advanced formatting skills in common office documents.	Apply critical-thinking skills to common office situations and issues.
Set up and monitor electronic charts, read patient data, and input accurate patient and insurance information.						
COFTEC150						
Distinguish between legal and ethical actions and develop personal ethical guidelines.						
Describe what constitutes fraud, abuse, negligence, and breaches of privacy.						
COFTEC151						
Utilize practice management software to schedule appointments, bill patients, and maintain electronic patient records.						
Use a practice management program to schedule patients and manage medical data.						
Produce a career focused resume, cover letter, and thank you letter using correct formatting, spelling, punctuation and grammar mechanics.						
COFTEC152A						
Explain the various medical insurance programs such as Medicare, private insurance, and HMO/PPO plans.						
Input medical data accurately and produce claims using a medical billing program.						
COFTEC152B						

CSLOs	PSLOs	Administrative Office Professional: AS			Administrative Office Professional: Cert	
		Demonstrate an understanding of office management and relevant techniques.	Apply and maintain a computerized accounting system for system for financial statements.	Develop presentations using multimedia, graphic, and videos.	Demonstrate advanced formatting skills in common office documents.	Apply critical-thinking skills to common office situations and issues.
Accurately code patient visits using ICD-10 codes which match the medical necessity of the visit as compared with the service(s) performed.						
Accurately code patient visits using CPT codes which reflect the services performed and the medical necessity of the visit.						
COFTEC152C						
Review patient charts and abstract both patient diagnoses and procedures performed.						
Accurately code patient visits in both private and hospital settings using CPT Codes.						
COFTEC168						
Identify employment opportunities which fit skills, abilities, and interests.						
Design and publish a marketing presentation which can be presented to potential clients.						
COFTEC210						
Increase speed on a 5 minute timing to 5-10 words a minutes (wam).		X			X	
COFTEC215						
COFTEC216						
COFTEC42						
COFTEC43						
COFTEC50						

CSLOs	PSLOs	Administrative Office Professional: AS			Administrative Office Professional: Cert	
		Demonstrate an understanding of office management and relevant techniques.	Apply and maintain a computerized accounting system for system for financial statements.	Develop presentations using multimedia, graphic, and videos.	Demonstrate advanced formatting skills in common office documents.	Apply critical-thinking skills to common office situations and issues.
Analyze and identify medical terms and their components from a list, including prefixes, suffixes, roots, and combining forms.						
Demonstrate through class discussions in-depth understanding of terms related to the structure, diagnosis, pathology, procedures, and treatment of the following body systems: musculoskeletal, cardiovascular, lymphatic and immune, respiratory, digestive, urinary, nervous, sense organs (eyes and ears), skin, endocrine, blood, and reproductive.						
COFTEC97						
Apply skills and knowledge successfully in the work environment.						

CSLOs	PSLOs	Medical Coding: SAC		Medical Office Specialist: AS		
		Demonstrate an understanding of symptoms and procedures applicable to coding patients visits.	Apply medical terminology to develop vocabulary for anatomical system recognition.	Demonstrate an understanding of medical office management and techniques.	Understand the unique legal and ethical challenges presented in a medical environment.	Apply mastery of an office suite related to typical documents required in medical office.
COFTEC100						
Key by touch, using proper technique, at approximately 25 words a minute (w.a.m) for 3 minutes, with a maximum of 5 errors, from straight copy.						
COFTEC125						
Apply ARMA (Association of Records Managers and Administrators) rules to file and retrieve records, using either alphabetic, numeric, subject or geographic methods.						X
Apply indexing rules to a computer records database.						X
COFTEC130						
Identify and correct common spelling, grammar, and punctuation errors with a minimum of 70% accuracy as measured by examples taken from the textbook and other media.						X
Choose and define the correct business word with a minimum of 70% accuracy as measured by completion of vocabulary quizzes.						X
COFTEC131						
Apply organizational skills and time management to complete office tasks.						

CSLOs	PSLOs	Medical Coding: SAC		Medical Office Specialist: AS		
		Demonstrate an understanding of symptoms and procedures applicable to coding patients visits.	Apply medical terminology to develop vocabulary for anatomical system recognition.	Demonstrate an understanding of medical office management and techniques.	Understand the unique legal and ethical challenges presented in a medical environment.	Apply mastery of an office suite related to typical documents required in medical office.
Demonstrate correct expression and professionalism in oral and written business communication as measured by a final project incorporating a written and oral report.						
COFTEC132						
Demonstrate correct expression and professionalism in oral and written business communication as measured by a final project incorporating a written, oral, and visual presentation report.						X
Develop skills in the presentation of business documents by writing, revising, and formatting letters, memos, and reports using correct spelling, grammar, and punctuation with at least 70% accuracy as measured by individual writing assignments.						X
COFTEC140						
Prepare, store, retrieve, edit, and print documents using an industry standard word processing program.						
Demonstrate ability to use basic word processing terminology and apply word processing concepts to the creation of documents that would typically be required within a business.						
COFTEC141						

CSLOs	PSLOs	Medical Coding: SAC		Medical Office Specialist: AS		
		Demonstrate an understanding of symptoms and procedures applicable to coding patients visits.	Apply medical terminology to develop vocabulary for anatomical system recognition.	Demonstrate an understanding of medical office management and techniques.	Understand the unique legal and ethical challenges presented in a medical environment.	Apply mastery of an office suite related to typical documents required in medical office.
Prepare, store, retrieve, edit, and print documents which have been created using an industry standard word processing program.						
Demonstrate ability to correctly use intermediate/advanced word processing terminology and apply intermediate/advanced word processing concepts to the creation of documents that would typically be required within a business.						
COFTEC142						
Use desktop publishing software to create items such as brochures, flyers or newsletters that communicate the appropriate message to an intended audience.						
Demonstrate problem solving skills in relationship to using a variety of software technologies to create well crafted and powerful content.						
COFTEC149						
Create office visit notes, order lab, imaging and medical tests.		X		X		
Set up and monitor electronic charts, read patient data, and input accurate patient and insurance information.		X		X		
COFTEC150						

CSLOs	PSLOs	Medical Coding: SAC		Medical Office Specialist: AS		
		Demonstrate an understanding of symptoms and procedures applicable to coding patients visits.	Apply medical terminology to develop vocabulary for anatomical system recognition.	Demonstrate an understanding of medical office management and techniques.	Understand the unique legal and ethical challenges presented in a medical environment.	Apply mastery of an office suite related to typical documents required in medical office.
Distinguish between legal and ethical actions and develop personal ethical guidelines.					X	
Describe what constitutes fraud, abuse, negligence, and breaches of privacy.					X	
COFTEC151						
Utilize practice management software to schedule appointments, bill patients, and maintain electronic patient records.				X		
Use a practice management program to schedule patients and manage medical data.						X
Produce a career focused resume, cover letter, and thank you letter using correct formatting, spelling, punctuation and grammar mechanics.						X
COFTEC152A						
Explain the various medical insurance programs such as Medicare, private insurance, and HMO/PPO plans.		X		X		
Input medical data accurately and produce claims using a medical billing program.		X		X		
COFTEC152B						
Accurately code patient visits using ICD-10 codes which match the medical necessity of the visit as compared with the service(s) performed.		X				

CSLOs	PSLOs	Medical Coding: SAC		Medical Office Specialist: AS		
		Demonstrate an understanding of symptoms and procedures applicable to coding patients visits.	Apply medical terminology to develop vocabulary for anatomical system recognition.	Demonstrate an understanding of medical office management and techniques.	Understand the unique legal and ethical challenges presented in a medical environment.	Apply mastery of an office suite related to typical documents required in medical office.
Accurately code patient visits using CPT codes which reflect the services performed and the medical necessity of the visit.		X				
COFTEC152C						
Review patient charts and abstract both patient diagnoses and procedures performed.		X				
Accurately code patient visits in both private and hospital settings using CPT Codes.		X				
COFTEC168						
Identify employment opportunities which fit skills, abilities, and interests.						
Design and publish a marketing presentation which can be presented to potential clients.						
COFTEC210						
Increase speed on a 5 minute timing to 5-10 words a minutes (wam).						
COFTEC215						
COFTEC216						
COFTEC42						
COFTEC43						
COFTEC50						
Analyze and identify medical terms and their components from a list, including prefixes, suffixes, roots, and combining forms.			X			X

CSLOs	PSLOs	Medical Coding: SAC		Medical Office Specialist: AS		
		Demonstrate an understanding of symptoms and procedures applicable to coding patients visits.	Apply medical terminology to develop vocabulary for anatomical system recognition.	Demonstrate an understanding of medical office management and techniques.	Understand the unique legal and ethical challenges presented in a medical environment.	Apply mastery of an office suite related to typical documents required in medical office.
Demonstrate through class discussions in-depth understanding of terms related to the structure, diagnosis, pathology, procedures, and treatment of the following body systems: musculoskeletal, cardiovascular, lymphatic and immune, respiratory, digestive, urinary, nervous, sense organs (eyes and ears), skin, endocrine, blood, and reproductive.			X			X
COFTEC97						
Apply skills and knowledge successfully in the work environment.						

CSLOs	PSLOs	Medical Office Specialist: Cert		Office Technician: SAC		Virtual Entrepreneur Technician: SAC
		Demonstrate HIPPA-compliant entry-level skills for communication in medical office positions.	Apply techniques to bill various types of medical insurance programs.	Demonstrate competency of current office software programs.	Apply a working knowledge of business English.	PSLO #1
COFTEC100						
	Key by touch, using proper technique, at approximately 25 words a minute (w.a.m) for 3 minutes, with a maximum of 5 errors, from straight copy.			X		
COFTEC125						
	Apply ARMA (Association of Records Managers and Administrators) rules to file and retrieve records, using either alphabetic, numeric, subject or geographic methods.			X		
	Apply indexing rules to a computer records database.			X		
COFTEC130						
	Identify and correct common spelling, grammar, and punctuation errors with a minimum of 70% accuracy as measured by examples taken from the textbook and other media.				X	
	Choose and define the correct business word with a minimum of 70% accuracy as measured by completion of vocabulary quizzes.				X	
COFTEC131						
	Apply organizational skills and time management to complete office tasks.					

CSLOs	PSLOs	Medical Office Specialist: Cert		Office Technician: SAC		Virtual Entrepreneur Technician: SAC
		Demonstrate HIPPA-compliant entry-level skills for communication in medical office positions.	Apply techniques to bill various types of medical insurance programs.	Demonstrate competency of current office software programs.	Apply a working knowledge of business English.	PSLO #1
Demonstrate correct expression and professionalism in oral and written business communication as measured by a final project incorporating a written and oral report.						
COFTEC132						
Demonstrate correct expression and professionalism in oral and written business communication as measured by a final project incorporating a written, oral, and visual presentation report.						
Develop skills in the presentation of business documents by writing, revising, and formatting letters, memos, and reports using correct spelling, grammar, and punctuation with at least 70% accuracy as measured by individual writing assignments.						
COFTEC140						
Prepare, store, retrieve, edit, and print documents using an industry standard word processing program.						
Demonstrate ability to use basic word processing terminology and apply word processing concepts to the creation of documents that would typically be required within a business.						
COFTEC141						

CSLOs	PSLOs	Medical Office Specialist: Cert		Office Technician: SAC		Virtual Entrepreneur Technician: SAC
		Demonstrate HIPPA-compliant entry-level skills for communication in medical office positions.	Apply techniques to bill various types of medical insurance programs.	Demonstrate competency of current office software programs.	Apply a working knowledge of business English.	PSLO #1
Prepare, store, retrieve, edit, and print documents which have been created using an industry standard word processing program.						
Demonstrate ability to correctly use intermediate/advanced word processing terminology and apply intermediate/advanced word processing concepts to the creation of documents that would typically be required within a business.						
COFTEC142						
Use desktop publishing software to create items such as brochures, flyers or newsletters that communicate the appropriate message to an intended audience.						
Demonstrate problem solving skills in relationship to using a variety of software technologies to create well crafted and powerful content.						
COFTEC149						
Create office visit notes, order lab, imaging and medical tests.						
Set up and monitor electronic charts, read patient data, and input accurate patient and insurance information.						
COFTEC150						

CSLOs	PSLOs	Medical Office Specialist: Cert		Office Technician: SAC		Virtual Entrepreneur Technician: SAC
		Demonstrate HIPPA-compliant entry-level skills for communication in medical office positions.	Apply techniques to bill various types of medical insurance programs.	Demonstrate competency of current office software programs.	Apply a working knowledge of business English.	PSLO #1
Distinguish between legal and ethical actions and develop personal ethical guidelines.						
Describe what constitutes fraud, abuse, negligence, and breaches of privacy.		X				
COFTEC151						
Utilize practice management software to schedule appointments, bill patients, and maintain electronic patient records.			X			
Use a practice management program to schedule patients and manage medical data.						
Produce a career focused resume, cover letter, and thank you letter using correct formatting, spelling, punctuation and grammar mechanics.						
COFTEC152A						
Explain the various medical insurance programs such as Medicare, private insurance, and HMO/PPO plans.			X			
Input medical data accurately and produce claims using a medical billing program.			X			
COFTEC152B						
Accurately code patient visits using ICD-10 codes which match the medical necessity of the visit as compared with the service(s) performed.						

CSLOs	PSLOs	Medical Office Specialist: Cert		Office Technician: SAC		Virtual Entrepreneur Technician: SAC
		Demonstrate HIPPA-compliant entry-level skills for communication in medical office positions.	Apply techniques to bill various types of medical insurance programs.	Demonstrate competency of current office software programs.	Apply a working knowledge of business English.	PSLO #1
Accurately code patient visits using CPT codes which reflect the services performed and the medical necessity of the visit.						
COFTEC152C						
Review patient charts and abstract both patient diagnoses and procedures performed.						
Accurately code patient visits in both private and hospital settings using CPT Codes.						
COFTEC168						
Identify employment opportunities which fit skills, abilities, and interests.						
Design and publish a marketing presentation which can be presented to potential clients.						
COFTEC210						
Increase speed on a 5 minute timing to 5-10 words a minutes (wam).				X		
COFTEC215						
COFTEC216						
COFTEC42						
COFTEC43						
COFTEC50						
Analyze and identify medical terms and their components from a list, including prefixes, suffixes, roots, and combining forms.						

		Medical Office Specialist: Cert		Office Technician: SAC		Virtual Entrepreneur Technician: SAC
		Demonstrate HIPPA-compliant entry-level skills for communication in medical office positions.	Apply techniques to bill various types of medical insurance programs.	Demonstrate competency of current office software programs.	Apply a working knowledge of business English.	PSLO #1
CSLOs	PSLOs					
	Demonstrate through class discussions in-depth understanding of terms related to the structure, diagnosis, pathology, procedures, and treatment of the following body systems: musculoskeletal, cardiovascular, lymphatic and immune, respiratory, digestive, urinary, nervous, sense organs (eyes and ears), skin, endocrine, blood, and reproductive.					
	COFTEC97					
	Apply skills and knowledge successfully in the work environment.					

CSLOs	PSLOs	Virtual Office Professional: Cert	
		Identify various needs necessary to working a virtual environment.	Create a marketing modality to present to potential clients.
COFTEC100			
Key by touch, using proper technique, at approximately 25 words a minute (w.a.m) for 3 minutes, with a maximum of 5 errors, from straight copy.			
COFTEC125			
Apply ARMA (Association of Records Managers and Administrators) rules to file and retrieve records, using either alphabetic, numeric, subject or geographic methods.			
Apply indexing rules to a computer records database.			
COFTEC130			
Identify and correct common spelling, grammar, and punctuation errors with a minimum of 70% accuracy as measured by examples taken from the textbook and other media.			
Choose and define the correct business word with a minimum of 70% accuracy as measured by completion of vocabulary quizzes.			
COFTEC131			
Apply organizational skills and time management to complete office tasks.		X	
Demonstrate correct expression and professionalism in oral and written business communication as measured by a final project incorporating a written and oral report.		X	

CSLOs	PSLOs	Virtual Office Professional: Cert	
		Identify various needs necessary to working a virtual environment.	Create a marketing modality to present to potential clients.
COFTEC132			
Demonstrate correct expression and professionalism in oral and written business communication as measured by a final project incorporating a written, oral, and visual presentation report.	X		
Develop skills in the presentation of business documents by writing, revising, and formatting letters, memos, and reports using correct spelling, grammar, and punctuation with at least 70% accuracy as measured by individual writing assignments.	X		
COFTEC140			
Prepare, store, retrieve, edit, and print documents using an industry standard word processing program.			
Demonstrate ability to use basic word processing terminology and apply word processing concepts to the creation of documents that would typically be required within a business.			
COFTEC141			
Prepare, store, retrieve, edit, and print documents which have been created using an industry standard word processing program.			

CSLOs	PSLOs	Virtual Office Professional: Cert	
		Identify various needs necessary to working a virtual environment.	Create a marketing modality to present to potential clients.
Demonstrate ability to correctly use intermediate/advanced word processing terminology and apply intermediate/advanced word processing concepts to the creation of documents that would typically be required within a business.			
COFTEC142			
Use desktop publishing software to create items such as brochures, flyers or newsletters that communicate the appropriate message to an intended audience.			
Demonstrate problem solving skills in relationship to using a variety of software technologies to create well crafted and powerful content.			
COFTEC149			
Create office visit notes, order lab, imaging and medical tests.			
Set up and monitor electronic charts, read patient data, and input accurate patient and insurance information.			
COFTEC150			
Distinguish between legal and ethical actions and develop personal ethical guidelines.			
Describe what constitutes fraud, abuse, negligence, and breaches of privacy.			
COFTEC151			

CSLOs	PSLOs	Virtual Office Professional: Cert	
		Identify various needs necessary to working a virtual environment.	Create a marketing modality to present to potential clients.
Utilize practice management software to schedule appointments, bill patients, and maintain electronic patient records.			
Use a practice management program to schedule patients and manage medical data.			
Produce a career focused resume, cover letter, and thank you letter using correct formatting, spelling, punctuation and grammar mechanics.			
COFTEC152A			
Explain the various medical insurance programs such as Medicare, private insurance, and HMO/PPO plans.			
Input medical data accurately and produce claims using a medical billing program.			
COFTEC152B			
Accurately code patient visits using ICD-10 codes which match the medical necessity of the visit as compared with the service(s) performed.			
Accurately code patient visits using CPT codes which reflect the services performed and the medical necessity of the visit.			
COFTEC152C			
Review patient charts and abstract both patient diagnoses and procedures performed.			

CSLOs	PSLOs	Virtual Office Professional: Cert	
		Identify various needs necessary to working a virtual environment.	Create a marketing modality to present to potential clients.
Accurately code patient visits in both private and hospital settings using CPT Codes.			
COFTEC168			
Identify employment opportunities which fit skills, abilities, and interests.		X	X
Design and publish a marketing presentation which can be presented to potential clients.		X	X
COFTEC210			
Increase speed on a 5 minute timing to 5-10 words a minutes (wam).			
COFTEC215			
COFTEC216			
COFTEC42			
COFTEC43			
COFTEC50			
Analyze and identify medical terms and their components from a list, including prefixes, suffixes, roots, and combining forms.			
Demonstrate through class discussions in-depth understanding of terms related to the structure, diagnosis, pathology, procedures, and treatment of the following body systems: musculoskeletal, cardiovascular, lymphatic and immune, respiratory, digestive, urinary, nervous, sense organs (eyes and ears), skin, endocrine, blood, and reproductive.			
COFTEC97			

		Virtual Office Professional: Cert	
		Identify various needs necessary to working a virtual environment.	Create a marketing modality to present to potential clients.
CSLOs	PSLOs		
	Apply skills and knowledge successfully in the work environment.		

Assessment Levels: