

TracDat Summary Report May, 2002

I. Training

To date, we have trained approximately 60 user's representing 36 departments/programs in nine 3-hour sessions since February 21, 2002.

There have been approximately 27 others that have received individual instruction on how to enter their assessment plans into the TracDat application or simply provided an overview of a specific component within the TracDat Application

II. NuVentive modifications to TracDat application specific to NC State requirements

A. Modifications to report heading

TracDat has completed the issue of report labels that were inconsistent with the NC State standard. They have modified all reports to replace the label "Objectives" in place of "Goals" and "Outcomes" to replace "Objectives."

B. Added the "TYPE" field to the Institutional Goals (Objectives) field.

The "TYPE" field was added to aid in the identification of the Institutional Objectives and also to be able to report by "TYPE".

C. Installation of a TracDat test environment

A test system has been installed for the purpose of:

1. testing new releases of the application prior to deploying on the Production system.
2. resolving issue's that are reported to the "Help" desk.
3. will be used for future training classes.
4. used to test new reporting tools

III. NuVentive is planning a major release of TracDat in the fall of 2002 which will contain major revisions specific to NC State

- A. Add an additional level of assessment at the department level that is course specific, which will allow tracking of course outcomes that can be related to department/program and institutional objectives.
- B. Provide function, which will allow institutions the ability to define field names on screens to the institution standard reference name.
- C. Provide function, which allows the institution to specify the “sort order” for all drop down list boxes.
- D. Provide the course number on reports and allow sort order to be by course number or title.

IV. TracDat web site

The TracDat Web site was created for the purpose of providing information and support to individuals interested in TracDat. The TracDat URL is embedded within the UGA Assessment Web site where an abundance of related information is also stored.

Currently, the TracDat Web site is in the process of getting off ground zero. Soon, TracDat user's will be able to view a FAQ that will contains issue's and solution's pertaining to the application, how to do things, common problems and so on.

V. TracDat help desk/ user support

A. Departmental courses batch load

A script was written to load all of the courses associated with each department. This saved users considerable time in that the required information was populated into the database without user's having to key the information.

B. Faculty/Staff batch load

A file containing the Faculty/Staff is awaiting processing. A script will be written by June 2002 to load all of the Faculty/Staff by department eliminating the need for users to key the information.

C. Resolve questions or problems from the user community

1. Provide guidance to user's who need assistance in determining how and where to enter their assessment plans into the TracDat system.
2. Determine if user issues are related to inexperience of TracDat or a TracDat software issue. Work with them to resolve the issue or log and follow-up with TracDat support to resolve the issue.

D. Investigate and implement a more robust reporting feature, possibly using SAS EIS, to design and create additional TracDat reports during the summer of 2002.

1. Provide standard reports based on user needs.
2. Allow interested users the ability to create their own specific reports.

VI. TracDat server upgrades

A. Two disk drives

TracDat provides the ability to store an unlimited number of documents that is related to, or supports, the objective or outcome at hand. This feature provides a history of events that can be used for analysis of progress.

Based on user's need, additional space is required to accommodate the number of documents that they intend to store.

B. Additional processor

When 10 or more users are accessing the TracDat application simultaneously, the response time increases to 5 plus seconds. A second processor was purchased to hopefully resolve this issue. One processor will be dedicated to the TracDat application software and the 2nd will be dedicated to the Web application server.

VII. TracDat Application Access Statistics

Requests: TracDat tabs clicked on to view, enter, or modify data.

Duration	137 Days, 02:58:08 mins
Date Range from	Dec 06 2001 10:52:18
To	Apr 22 2002 13:50:26
Total Requests	159,468
Total Cached Requests	69,235
Total Failed Requests	4,505
Invalid Log Entries	109
Average Daily Requests	1,162
Average Requests/Hour	48

Sessions Info: number of times that TracDat has been logged into.

Total Sessions	2,505
Total Unique Visitors	557
Total Repeat Visitors	312
Total One Time Visitors	245
Average Daily Sessions	18
Average Session Length	9:33
Average Pages/Session	6.21
Average Requests/Session	63.66