



# COMMUNICATION FOR PROFESSIONAL SUCCESS

UNIVERSITY of WEST FLORIDA

## PROJECT SUMMARY REPORT

For COMPLETED Projects

Rev. 9 Nov 2016

**Project title:**

**Faculty/staff member(s):**

**Associated courses (if applicable):**

**Current enrollment (on classmate) or participation:**

**50-word description of project for the website:**

1. What was the most effective thing you did in this project?
2. What would you do differently, if you had it to do again?
3. Did you make any significant changes or improvements from what you initially planned? If so, why did you make them?
4. What teaching methods, models, or activities have you incorporated in your QEP project?
5. Describe how students were able to demonstrate competency in the SLOs as the course/experience progressed.
  - a. What strategies worked?
  - b. How do you know it worked?
6. Describe all expenditures to date, as well as any future expenditures.
7. What advice would you give someone who wanted to enhance professional communication skills in their class or experience?
8. What are your plans for dissemination of your QEP project (e.g., conference presentation, publication, etc.)?
9. What will happen next for the project, and will you use the strategies developed from this project in future offerings?
10. Which of the following did you assess?
  - a. \_\_\_ Oral communication skills
  - b. \_\_\_ written communication skills
  - c. \_\_\_ both





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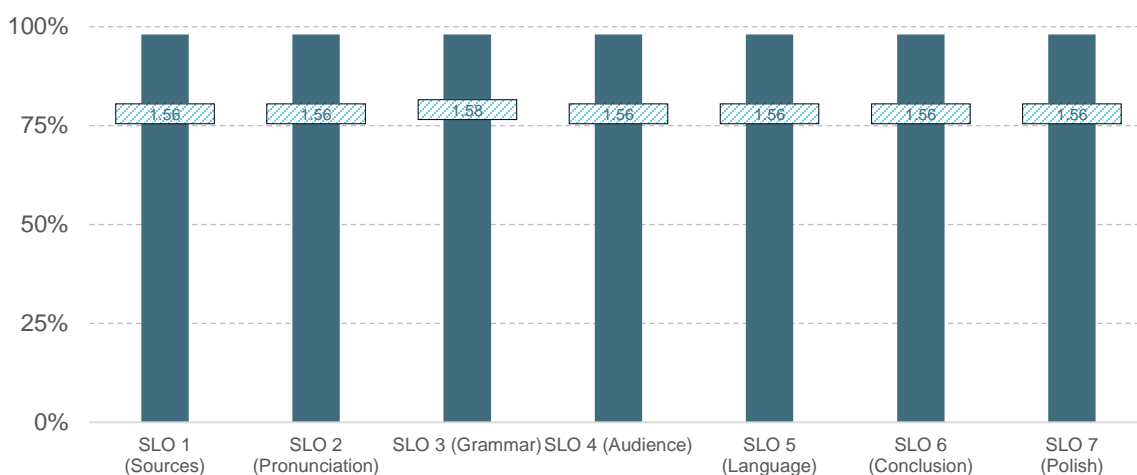
11. What “artifact(s)” did you evaluate as evidence to see if students’ learning occurred (*i.e.*, journal entries at beginning and end of course, student portfolio, final project poster or PowerPoint, etc.)

12. Scholarly activity. Please provide any citations for yourself or students that are related to this project. You may also discuss anticipated activity, to which the Director will follow up with you for the citation at a later time.

### 13. Results

a. Please provide any student testimonials

b. Please edit the data (*right click on the graph, choose Edit in Excel*) which underlies the following graph to display the general results of student learning for **ORAL** communication skills **\*\*Note, delete this item if you did not assess oral communication.**



c. Please edit the data (*right click on the graph, choose Edit in Excel*) which underlies the following graph to display the general results of student learning for **WRITTEN** communication skills **\*\*Note, delete this item if you did not assess written communication.**





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