

### Finding Your Assessment Purpose Reflection Guide

1. List all of the assessments you have conducted in the past year:

- Of the assessments you have done, which have been **most useful** in making decisions or telling your story?  
Why have they been useful? Should they be continued or is it ok to revisit them another year?
  
- Of the assessments you have done, which have **not been useful** in making decisions or telling your story?  
Why were they not useful? Should you try to improve them or just stop doing them?

2. What decisions do you need to make this year (e.g., changes to programs/services, staffing patterns, changes to process/systems/services)? What information do you need in order to make those decisions wisely?

3. Did you make any major changes/decisions last year? Is it the right time to get information on whether those changes were effective or do you need to wait?



4. Are there challenges that keep coming up repeatedly with your students or other constituencies? Do you need better/more information in order to meet those challenges? What is the political reality of getting support? (Hint: If the political reality is such that no amount of data will help, save yourself the time and collect data on something that will be valued.)

5. Do you need more resources? What information will help you build a case for getting more resources?

6. If you want to assess learning, what are the key educational experiences you provide students (e.g., student employment, specific long-term programs/workshops, etc.)? What do you hope students will do, think, feel or know differently as a result of that experience?

7. Given all of your reflection, what is the most important goal/purpose that you need to focus on for assessment?  
(Reminder: Choose 1 to start)