What is TaskStream and Why Use it?

TaskStream is a web-based system for electronic portfolios, academic assessment and reporting. Tools are on-demand and students interact with TaskStream via Internet to access tools, resources, workspaces and their own files whenever they choose to do so.

Accrediting agencies have high expectations that institutions provide thorough evidence of assessment of learning and as the result of the assessment, proof of “continuous improvement” of learning. In an attempt to manage the demands of the whole process and the data generated, more and more colleges are considering online systems to meet their assessment needs. SPCC reviewed several assessment products over a period of six months and faculty voted overwhelming for TaskStream, one of the oldest and most powerful products on the market today.

Why is SPCC using Moodle AND Taskstream?

South Piedmont would not challenge students with two different systems to navigate without reason. Moodle is a course management system and TaskStream is an assessment management system. Although they do have some of the same functions, such as discussion board areas, each fulfills an important need. Moodle is the platform selected to deliver online classes. TaskStream is the platform selected to help assess, document and report authentic assessment results. Students can receive feedback quickly, which students always appreciate since it gives them more time to reflect and improve before the next assignment.

Taskstream Key Terms

- **AMS** – TaskStream has two platforms – AMS and LAT. AMS stands for Accountability Management System. At SPCC, the AMS is the archive for all assessment and continuous improvement activities and is critical to the compliance reporting to SACS. Students do not have or need access to the AMS platform.

- **Authors** – Students are referred to as authors in the LAT platform.

- **DRF** – Located within the LAT platform, the DRF (Directed Response Folio) is the workspace where a course assessment takes place. It may include the assignment instructions, evaluation methods (such as rubrics) and such things as work sheets, handouts, PowerPoints, etc.

- **Evaluators** – Instructors are referred to as evaluators in the LAT platform.

- **Key Code** – the keycode gives students access to South Piedmont Community College Taskstream sites. This code can be retrieved from your instructor or a member of the library staff.

- **LAT** – TaskStream has two platforms – AMS and LAT. LAT stands for Learning Assessment Tool.
The LAT platform is where student submissions take place.

- **Program code** – Instructors provide a program code to students so they have access to the correct DRF to complete assignments. After students enroll, there is a yellow button labeled “Code” on the left side of each student's account. Students click on this symbol and then enter the code to gain access to course materials and assignments.

- **Rubric** - A rubric is a tool used to score student work. It is a set of pre-established criteria that is used to assess a student's performance on papers, projects, essays, and other assignments. Rubrics provide a detailed breakdown of the assignment expectations. All rubrics are in the DRF. Smart students can use the rubric to better understand what is expected in order to receive the highest score.

**Where do Students Find Current Instructions?**

Up to date information related to Taskstream and assessment can be found on the [Taskstream Student Assessment Website](#). Students can find current instructions, the student key code, program codes, and instructions on renewing and existing account. All students are highly encouraged to review these documents on a regular basis. Instructions are also posted in student Moodle accounts under TaskStream.

**Why do Students Need a Key Code? Where is it Located?**

Students must use a Taskstream key code in order to access Taskstream. Newly admitted students will have to **create** a new account. Every fall, RETURNING students will have to **renew** their existing accounts. Both groups of students will find the instructions and current key code by visiting the [Taskstream Student Assessment Website](#) or on the left side of their Moodle page under TaskStream. Students will be unsuccessful in creating their accounts without the current key code. If you cannot remember your login and password, contact Marci Jackson, Director of Institutional Research and Effectiveness, by email mjackson@spcc.edu or call TaskStream.

**What Students Can Expect:**

Once students are given the program code by an instructor, they will log into their Taskstream accounts, click on the “code” button and type in their program code. They will then see the course(s) associated with that program code along with assignment instructions. There will be links to supporting documentation, rubrics, and any other information deposited there by the instructor. Students should follow the instructions in the Getting Started with DRF Programs (found under TaskStream Help and Instructions or on their Moodle page under TaskStream.) to submit their work, which usually involves uploading the assignment as an attachment. Please note that submitting an assignment requires a two-step process and if not followed, an assignment will not be properly submitted to your instructor. Read and follow the Getting Started instructions so you do not make that mistake. Once the instructor evaluates the work and releases it, students can retrieve the scored work by logging into their accounts.

**What Happens to the Students' Work After Graduation?**

Typically, student work is available up to six (6) months after exiting SPCC. If students are graduating and need or want documentation of their bodies’ of work, they are advised to save it to a CD or one of the other options provided by TaskStream. Students who are returning after a long break will be able to retrieve their previous work.
**What does Outcomes Assessment Mean?**

SPCC expects all students to engage in our outcomes assessment process. This process helps answer the fundamental learning college question: Are you as a student learning, and how do we as an institution and you as a student know?

All programs at SPCC, from Associate of Arts to Therapeutic Massage, have program outcomes, student learning outcomes, and core skill outcomes. All of these outcomes will be assessed in courses in every program. Results of the assessments are analyzed by instructors to determine what students know and how learning can be improved. Decisions about learning improvements are made in a systematic way using the data from the assessments submitted in TaskStream.

**Assessment Key Terms**

**Accreditation** – Every 10 years each community college in North Carolina must prove compliance with a multitude of criteria in order to continue to be accredited. The process is overseen by our accrediting agency, SACSCOC. The process “provides an assessment of an institution’s effectiveness in the fulfillment of its mission, its compliance with the requirements of its accrediting association, and its continuing efforts to enhance the quality of student learning and its programs and services...The product of accreditation is a public statement of an institution’s continuing capacity to provide effective programs and services...” (SACSCOC philosophy)

Assessment is not just for students. We are all in this together. SPCC was reaffirmed by SACSCOC in 2013 with no exceptions.

**SACSCOC compliance statement 3.3.1.1** – The institution identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of improvement based on analysis of the results in educational programs, to include student learning outcomes.

**Authentic assessment** – assesses a student’s performance of real-world tasks and application of specific skills. These assessments are usually skill-based and students will be observed and assessed demonstrating those skills. Authentic assessment includes but is not limited to evidence of the learning process, application of products, performance, visual and/or audio demonstrations, integration of new knowledge, and a personal reflection of one’s own progress.

**Program outcomes** – Program outcomes answer the question, “What should graduates of this program be able to do?” Program outcome statements focus on the big picture. All programs have several outcomes that are unique to that program. Students should ask to see a program’s outcomes during advising and registration for a clear picture of what will be learned in the program selected.

Example: Learners will demonstrate competency in the use of computers and other technologies necessary to be successful in today's environment.
**Student Learning Outcomes** – are statements that demonstrate what learning outcome is expected. These outcomes will be found and assessed in each course.

**Example:** Learners will show their ability to choose and utilize the appropriate features in Microsoft Word, Excel, PowerPoint, Access and/or OpenOffice.org to access organize, analyze and communicate information through the completion of hands-on projects.

**Assessment Methods** – Four hands-on projects will be administered – word process, spreadsheets, presentation graphics, and databases. These projects will each be graded using an appropriate rubric.

**Criteria for Success for the Learning Outcome** – 80% of learners will obtain a score of 80% or better on each of the outcomes-based assessments.

**Core Skills Outcomes** – SPCC has six core skill outcomes that will be assessed in every program: written communication, oral communication, teamwork and diversity, technology, analysis and interpretation and problem solving.

**Example for Written Communication Core Skill** – Learners will effectively communicate their understanding of the subject and demonstrate their ability to follow MLA rules through the development of a research paper.

**Assessment method** – learners were asked to submit a research paper that addresses how globalization has affected the field of IT.

**Criteria for Success** – 80% of learners will obtain a score of 80% or better on each of the outcomes-based assessments.

**Need help with Taskstream?** Contact Marci Jackson: ☎ 704.290.5833 | ℹ️ Mjackson@spcc.edu