

Texas A&M University-Commerce Nuventive™ Improvement Platform

Curriculum Mapping Instructions



This guide provides instructions for requesting the curriculum mapping feature for an academic program within Nuventive and the basic “how-tos” of navigating, mapping, and running reports for the curriculum map.

The screenshot shows the 'Mapping > Curriculum Mapping' interface. It includes a navigation bar with icons for help, info, chat, and a dropdown menu. A 'Course Mapping Order' button and a 'Save' button are also visible. The main content area displays a table with the following data:

Academic - Organizational Leadership - CBE...	Courses					
Student Learning Outcome (SLO)	ORGL 3311 - ISSUES IN ORGANIZATIONAL LDSHP*	ORGL 3321 - DATA DRIVEN DECISION MAKING I*	ORGL 3322 - BEHAVIOR, ETHICS, LDSHP I*	ORGL 3331 - DATA DRIVEN DECISION MAKING II*	ORGL 3332 - BEHAVIOR, ETHICS, LDSHP II*	ORGL 4341 - LEADER THEORY I*
SLO 1 Leadership Foundation - Identify, analyze, and articulate effective leader vision, attributes, and interpersonal skills (e.g., communication, relationsl ...	✓		✓		✓	✓
SLO 2 Data / Information Literacy - Identify, locate, and evaluate key performance areas & metrics, and relevant data types/sources, collection, and ...		✓		✓		✓

Figure 1: Example of Curriculum Mapping

Requesting the Curriculum Mapping Feature

Contact the Office of Institutional Effectiveness by emailing IE@tamuc.edu or calling 903-886-5935 to discuss the curriculum mapping feature for your program or department. To set up a curriculum map for your academic program, you will be asked to provide the following information.

Required Information for Set Up in Nuventive

Course List for each program

- Course Code
- Course Title

In most cases, the course list should include all required program courses. You will be provided with a template file to supply this information.

Preferred Mapping Indicator

- Example: I = Introduce, R = Reinforce, M = Mastery (will list alphabetically in Nuventive)

You may select to indicate mapping relationships through use of either a simple checkmark or through use of a customized rating scale indicating where learning outcomes are delivered or assessed.

Desired User Access

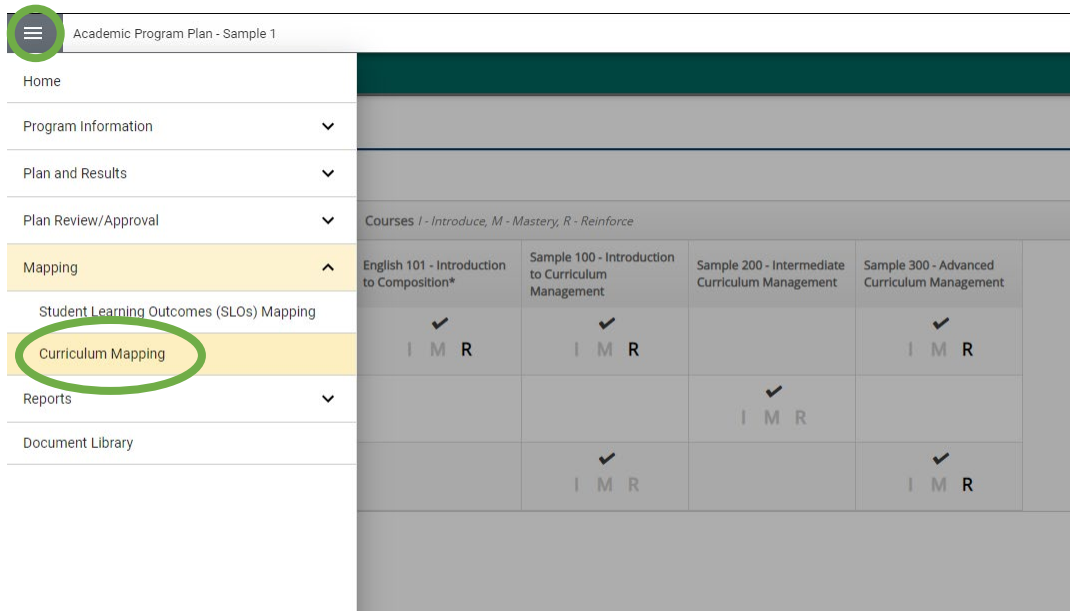
- Edit Access: Individuals with edit access may view and make changes to the curriculum map
- Read Access: Individuals with read access may view the curriculum map only

You will be asked to provide the names and access levels of those who will use the curriculum map for each program in Nuventive.

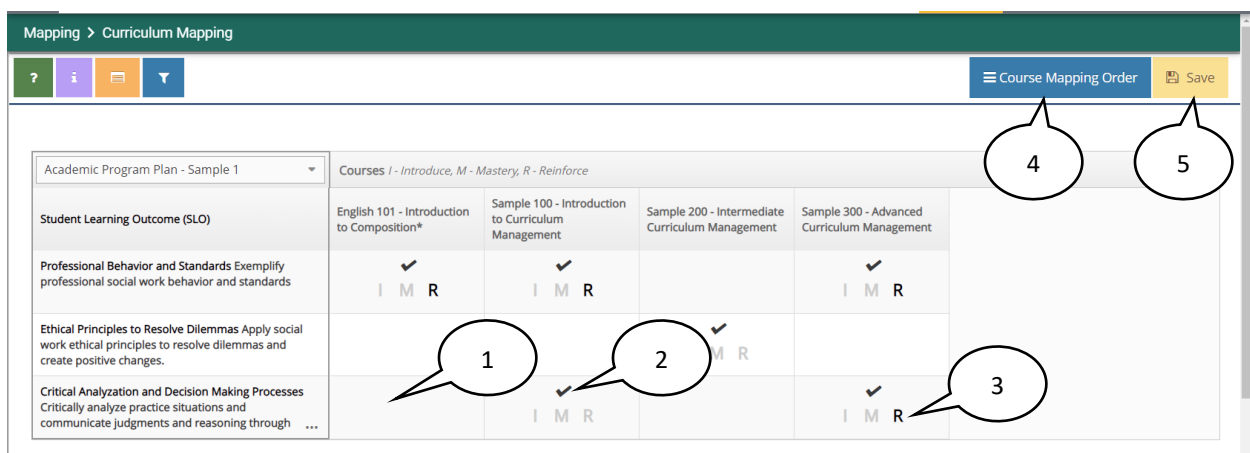
Mapping

Navigating to and Completing the Curriculum Map

Within the Main Menu, navigate to **Mapping**.



From the **Mapping** dropdown list, select **Curriculum Mapping**.



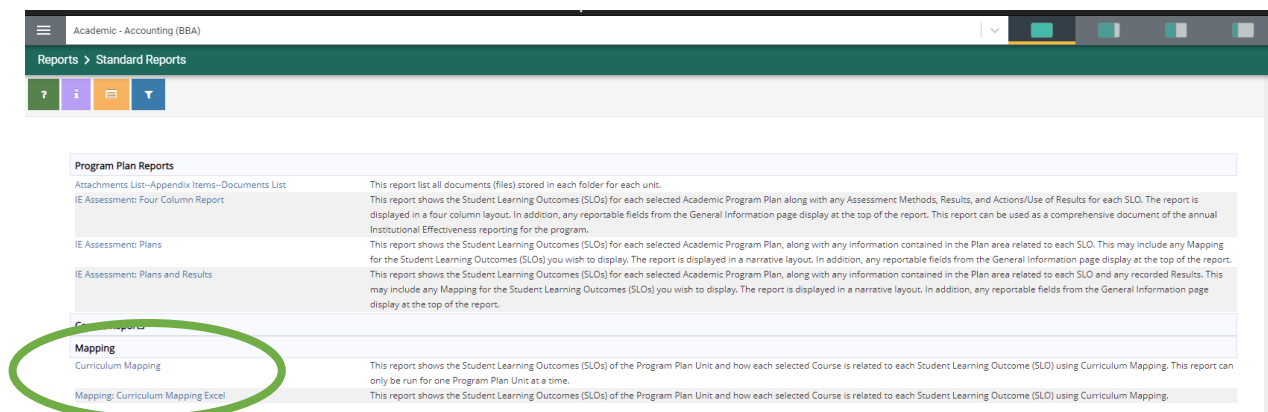
1. **Map** an SLO by clicking in the intersection of the SLO and the Course. A black checkmark will appear to indicate mapping.
2. To **deselect** a checkmark or **unmap** an intersection, click on the checkmark and it will disappear.

3. If provided, select the appropriate rating scale for the course to indicate whether the student learning outcome is introduced, reinforced, or mastered in the course. (Example: I R M) Not all programs may choose to utilize a rating scale.
4. Use *Course Mapping Order* option to review or make changes to the course sequence list for the program.
5. Click **Save**.

Changes to the student learning outcomes that appear in the program’s curriculum map can be made through the menu option for **Plan and Results > Assessment Plan**. Changes to the courses that appear in the program’s curriculum map must be requested. Please contact IE@tamuc.edu with this request.

Reports based on Curriculum Mapping

Within the Main Menu, navigate to **Reports** and select **Standard Reports**.



Two reports are provided under the **Mapping** category.

Curriculum Mapping report provides the SLOs of the Program Plan Unit and how the selected course is related to the SLO within the curriculum map.

Mapping: Curriculum Mapping Excel report provides a spreadsheet of the SLOs of the Program Plan Unit and how the selected course is related to the SLO within the curriculum map.

Curriculum Mapping Report

Select the blue hyperlink name.

- Auto settings will produce the report but helpful options are available
 - Layout
 - Format: PDF, HTML, Word, Excel
 - Report Title: More descriptive
 - Filter
 - By Course(s)
 - By Planned Assessment Cycle
 - Options
- Select *Open Report* at top
- Report opens as separate item

- PDF version provides options to download or print
- When finished, close item and select *Return* to return to **Standard Reports**
- Use the Main Menu to navigate to other sections

Mapping: Curriculum Mapping Excel Report

Select the blue hyperlink name.

- Select *Open Report* at top
- Report opens as a separate spreadsheet
- When finished, close spreadsheet (and select *Return* to return to **Standard Reports**)
- Use the Main Menu to navigate back to the reports or other sections