

REVIEWERS

- Review assessment plans with units and provide feedback.
- For academic units- use rubrics in AMS system

Accessing IE Plan/Program Review Reports

Assessment Reports will appear in the *Review* list on the left side of the browser after logging in. Emails are sent by Taskstream when plans are submitted. If you did not receive a notification, click *Items Requiring Review*.

Rejecting and Approving Reports

Read through the Report, paying special attention to the plan and/or findings. If you wish to request revisions before the final submission, provide specific feedback in the text box. This will send the form back to the unit.

The screenshot displays the Taskstream web application interface for Central Texas College. The top navigation bar includes the college logo, a menu with 'HOME', 'SHARED RESOURCES', 'LOCATOR', 'MESSAGES', 'RESOURCE TOOLS', and 'ANALYTICS', and user options for 'My Account' and 'Help'. The main content area is titled 'Accountability Management' and features a description of the Accountability Management System (AMS). A sidebar on the left contains a 'Review' section with 'Items requiring review' highlighted, and an 'AMS Coordinator' section. The main content area displays a list of reports under 'Academic and Student Success', including 'Administrative and Educational Support Services Institutional Effectiveness', 'Executive Institutional Effectiveness', and 'Strategic Planning 2018-2023'. A search bar and 'Go' button are visible. The right sidebar contains 'Communications' and 'Need Assistance?' sections.