Course Outcomes Guide

Course/Program Title: SDV 101 Strategies for Academic Success Date: Spring 2016

Course/Program Team: S. Cross, R. Kendrick

Expected Learning Outcomes

Upon successful completion of this course, students will be able to:

- 1. Identify realistic learning strategies that complement personal learning preferences.
- 2. Develop a student mission statement that includes a short-term goal in support of a long-term academic goal based on personal values.
- 3. Demonstrate an understanding of appropriate and effective tone and medium for workplace and academic communication.
- 4. Develop effective methods of incorporating new information into students' personal body of knowledge via critical thinking skills.
- 5. Discuss strategies for avoidance of high stress situations and scheduling conflicts as relate to academic progress.
- 6. Demonstrate an understanding of personal financial planning and sound money management skills

Assessment

Throughout the semester, all SDV 101 Strategies for Academic Success students complete the same homework, quizzes, and tests using the MyStudentSuccessLab course management system.

Additionally, each student completes common pre-assessment and final exams to demonstrate final achievement of student learning outcomes.

Validation

	Outcome		Data Collection				
	being	Direct or					
Measurement	measured	Indirection	Who	Where/When	Collected?		
Pre-assessment	1, 3, 4, 5, 6	Direct	All SDV 101	Embedded in	Yes		
			students	course			
Multiple	1, 3, 4, 5, 6	Direct	All SDV 101	Embedded in	Yes		
Choice Exam			students	course			
Short Answer	1, 2, 3, 4, 5	Direct	All SDV 101	Embedded in	No		
Exam			students	course			

We specifically mapped and or designed each of the individual questions on the pre assessment and common exams to serve as a measure of one or more of the course outcomes. We then collected the performance e data to conduct a course level item analysis organized by outcome for comparison across sections and semesters to final course grades.

Results

2016 SDV-101 Pre/Post Outcomes (Overall)

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Outcome	Pre-Assessment (n=35)	Final Exam - Multiple Choice (n=25)
Identify realistic learning strategies that complement personal learning preferences	56.73 %	67.05 %
Develop a student mission statement that includes a short term goal in support of a long term academic goal based on personal values	77.14 %	70.86 %
Demonstrate an understanding of appropriate and effective tone and medium for workplace and academic communication	63.90 %	80.36 %
Develop effective methods of incorporating new information into students' personal body of knowledge via critical thinking skills	54.55 %	63.27 %
Discuss strategies for avoidance of high stress situations and scheduling conflicts as relate to academic progress	80.57 %	63.20 %
Demonstrate an understanding of personal financial planning and sound money management skills	85.14 %	67.20 %

AY 2016 Outcomes Improvement (Student Level)

Outcome	Improvement	0/0
Identify realistic learning strategies that complement personal learning preferences	22	61.11
Develop a student mission statement that includes a short term goal in support of a long term academic goal based on personal values	13	36.11
Demonstrate an understanding of appropriate and effective tone and medium for workplace and academic communication	21	58.33
Develop effective methods of incorporating new information into students' personal body of knowledge via critical thinking skills	19	52.78
Discuss strategies for avoidance of high stress situations and scheduling conflicts as relate to academic progress	7	19.44
Demonstrate an understanding of personal financial planning and sound money management skills	8	22.22
Total # of students who took both th	e pre and post tests	:: 36

			more range	
АҮ	# of Students	Total Value	Synthesis (Outcomes 3,4,5)	Planning (Outcomes1,2)
2016	22	110	106/96.36%	100/90.91%

SDV-101 Short Answer Tally

SDV 101 Grade Distribution

	Total	А	В	С	D	F	W, I, Other	Success	Success
2016	46	4.35%	23.91%	0.00%	0.00%	63.04%	8.70%	28.26%	30.95 %
Summarv		(=)	(11)	(11 0)	((=>)	((11 12)	

Complator

Follow-up

A. Grade Distribution

- a. Though the course is measured over the results of 46 students, actual participation in all of the course assessments is out of only 22.
 - i. 10 (22%) of the registered students did not even take the pre-assessment, but never officially withdrew from the course.
 - ii. 11 (24%) of registered students took the pre-assessment but little else and also did not officially withdraw from the class.
 - iii. 3 (7%) students completed the pre-assessment and only one of the final assessments.
- b. Using that number of students as a baseline brings the actual success for those students to a 100% (22/22).
- B. Assessment Results
 - a. Pre Assessment / Final Exam Multiple Choice- this is an objective abstract assessment focusing more on evaluation than application.
 - i. The questions on the Final Exam Multiple Choice are mapped to provide an exact improvement comparison by outcome.
 - ii. Pre/post comparison of general outcome data remains misleading due to lack of participation and the walk-away F rate. However, comparison to previous academic years provides some insight.
 - iii. The portfolio system, only implemented in the 16/SP course, did confirm our concerns that students have not in fact been taking full advantage of the activities in the course. As we refine the process of portfolio submission and assessment over the upcoming academic year, we will begin collecting this data in lieu of general pre and post outcome data to measure success of the course.
 - b. Short Answer- this assessment involves subjective practical application of outcome related skills based on individualized results of the Academic Competence Evaluation Scales (ACES) survey.
 - i. With a rubric keyed to the outcomes of the course, the grades for questions #7 and #7 remain consistent.
 - ii. For the 22 students who took the short answer exam, the average scores for questions #7 and #8 were 96% and 90% respectively.

- iii. The results of questions 6 and 7, task oriented assignments, continue to demonstrate a positive correlation to the overall goals of the course.
- iv. This assessment continues to be the primary indicator of success in the course.

Budget Justification: No current resource needs

Appendix A: SDV Pre-assessment (65 Questions)

Question ID

Objective

1 Skills.17.CPR1 Identify effective time management strategies.

- 2 Skills.17.CPR2 Apply your understanding of planning tools to academic situations.
- 3 Skills.17.CPR3 Prioritize tasks to improve how you manage your time.
- 4 Skills.17.CPR4 Plan for different time periods.
- 5 Skills.1.CPR5 Analyze goals to determine if they are "SMART."
- 6 Skills.1.CPR6 Create short-term goals that support a long-term academic goal.
- 7 Skills.1.CPR7 Monitor progress towards goals.
- 8 Skills.1.CPR8 Demonstrate the relationship between your values and goals.
- 9 Skills.1.CPR9 Create short-term goals that support a long-term academic goal.
- 10 Skills.8.CPR10 Recommend effective learning strategies for your learning preferences.
- 11 Skills.8.CPR11 Assess how teaching styles relate to learning preferences.
- 12 Skills.8.CPR12 Identify classroom and study tactics for different learning preferences.
- 13 Skills.8.CPR13 Apply your understanding of teaching styles to adjust in any learning situation.
- 14 Skills.8.CPR14 Assess how teaching styles relate to learning preferences.
- 15 Skills.9.CPR15 Analyze essential parts of a lecture.
- 16 Skills.9.CPR16 Record lecture notes using active listening techniques.
- 17 Skills.9.CPR17 Take lecture notes in different formats, including Outline and Cornell.
- 18 Skills.9.CPR18 Identify effective note-taking strategies that improve learning.
- 19 Skills.9.CPR19 Identify effective note-taking strategies that improve learning.
- 20 Skills.13.CPR20 Apply highlighting and annotating techniques to improve your learning.
- 21 Skills.13.CPR21 Identify active reading strategies.
- 22 Skills.13.CPR22 Describe highlighting and annotating techniques.
- 23 Skills.11.CPR23 Identify mnemonic devices that will work effectively for you.
- 24 Skills.11.CPR24 Evaluate and combine class notes and reading annotations/notes.
- 25 Skills.11.CPR25 Identify mnemonic devices that will work effectively for you.
- 26 Skills.11.CPR26 Use assigned reading to fill in "gaps" in your class notes.
- 27 Skills.11.CPR27 Review notes for missing or unclear information.
- 28 Skills.12.CPR28 Define problems.
- 29 Skills.12.CPR29 Identify problems.
- 30 Skills.12.CPR30 Gather information about your possible solutions.
- 31 Skills.5.CPR31 Identify the pros and cons of the library versus Internet research.
- 32 Skills.5.CPR32 Analyze sources to determine if they are suitable for research using factors such as credibility and
- 33 Skills.5.CPR33 Evaluate lists of results from an Internet search.
- 34 Skills.5.CPR34 Assess the challenges with Internet research.
- 35 Skills.5.CPR35 Analyze sources to determine if they are suitable for research using factors such as credibility and
- 36 Skills.2.CPR36 Identify informal and formal communication styles.
- 37 Skills.2.CPR37 Communicate the same idea to different audiences.

Question ID

Objective

38 Skills.2.CPR38 Revise your communications to suit different audiences.

39 Skills.2.CPR39 Analyze the tone and content of your communication.

40 Skills.2.CPR40 Evaluate the most effective medium for a message, given the audience.

41 Skills.16.CPR41 Create an effective test preparation plan.

42 Skills.16.CPR42 Identify different types of test questions.

43 Skills.16.CPR43 Assess objective test questions for qualifiers (such as negatives and absolutes).

44 Skills.16.CPR44 Assess objective test questions for qualifiers (such as negatives and absolutes).

45 Skills.16.CPR45 Apply subjective test-taking strategies, such as focusing on the action verbs.

46 Skills.14.CPR46 Analyze and recognize causes of stress.

47 Skills.14.CPR47 Identify side effects of stress.

48 Skills.14.CPR48 Identify high stress levels.

49 Skills.14.CPR49 Evaluate moderate stress levels and appropriate stress management strategies.

50 Skills.14.CPR50 Develop a stress management plan.

51 Skills.4.CPR51 Identify necessary and unnecessary spending.

52 Skills.4.CPR52 Develop and apply strategies for reducing spending.

53 Skills.4.CPR53 Recommend strategies for using credit and other borrowing.

54 Skills.4.CPR54 Build awareness of spending, borrowing, earning, and saving patterns.

55 Skills.4.CPR55 Develop a budget.

56 Skills.10.CPR56 Identify interests and how they relate to coursework and potential careers.

57 Skills.3.CPR64 Describe critical thinking.

58 Skills.3.CPR65 Explain the value of critical thinking.

59 Skills.3.CPR66 Evaluate information using critical-thinking skills.

60 Skills.18.CPR76 Explain how to adjust your communication to suit different workplace audiences.

61 Skills.18.CPR77 Apply effective strategies to improve written workplace communication.

62 Skills.18.CPR78 Apply effective verbal communication practices in the workplace.

63 Skills.18.CPR79 Determine the best medium to communicate in different work situations.

64 Skills.19.CPR80 Analyze how to behave courteously and professionally with people in your workplace.

65 Skills.19.CPR82 Evaluate attire that is appropriate for different work situations.

Appendix B: SDV Final Exam – Multiple Choice (65 Questions)

- **Objective #** Question ID 1 Skills.17.Q110 Identify effective time management strategies. 2 Skills.17.CPO1 Apply your understanding of planning tools to academic situations. 3 Skills.17.CPO5 Prioritize tasks to improve how you manage your time. 4 Skills.17.CPO4 Plan for different time periods. 5 Skills.1.Post5 Analyze goals to determine if they are "SMART." 6 Skills.1.013 Create short-term goals that support a long-term academic goal. 7 Skills.1.Q83 Monitor progress towards goals. Demonstrate the relationship between your values and goals. 8 Skills.1.Q10 9 Skills.1.CPO8 Create short-term goals that support a long-term academic goal. 10 Skills.8.Q14 Recommend effective learning strategies for your learning preferences. 11 Skills.8.Post10 Assess how teaching styles relate to learning preferences. 12 Skills.8.CPO12 Identify classroom and study tactics for different learning preferences. Apply your understanding of teaching styles to adjust in any learning situation. 13 Skills.8.011 14 Skills.8.CPO11 Assess how teaching styles relate to learning preferences. 15 Skills.9.CPO17 Analyze essential parts of a lecture. Record lecture notes using active listening techniques. 16 Skills.9.Q30 17 Skills.9.CPO19 Take lecture notes in different formats, including Outline and Cornell. Identify effective note-taking strategies that improve learning. 18 Skills.9.Q110 19 Skills.9.CPO18 Identify effective note-taking strategies that improve learning. 20 Skills.13.CPO22 Apply highlighting and annotating techniques to improve your learning. Identify active reading strategies. 21 Skills.13.Q99 22 Skills.13.CPO21 Describe highlighting and annotating techniques. 23 Skills.11.Post20 Identify mnemonic devices that will work effectively for you. 24 Skills.11.Post19 Evaluate and combine class notes and reading annotations/notes. 25 Skills.11.CPO27 Identify mnemonic devices that will work effectively for you. 26 Skills.11.Q98 Use assigned reading to fill in "gaps" in your class notes. 27 Skills.11.Q95 Review notes for missing or unclear information. 28 Skills.12.CPO31 Define problems. 29 Skills.12.CPO30 Identify problems. 30 Skills.12.CPO33 Gather information about your possible solutions. 31 Skills.5.CPO35 Identify the pros and cons of the library versus Internet research. Analyze sources to determine if they are suitable for research using factors 32 Skills.5.CPO38 such as credibility and 33 Skills.5.CPO37 Evaluate lists of results from an Internet search. 34 Skills.5.CPO36 Assess the challenges with Internet research. Analyze sources to determine if they are suitable for research using factors 35 Skills.5.CPO39 such as credibility and 36 Skills.2.CPO43 Identify informal and formal communication styles.
- 37 Skills.2.Post13 Communicate the same idea to different audiences.

Question ID

Objective

38 Skills.2.CPO40 Revise your communications to suit different audiences.

39 Skills.2.CPO44 Analyze the tone and content of your communication.

40 Skills.2.Post4 Evaluate the most effective medium for a message, given the audience.

41 Skills.16.CPO45 Create an effective test preparation plan.

42 Skills.16.CPO47 Identify different types of test questions.

43 Skills.16.CPO46 Assess objective test questions for qualifiers (such as negatives and absolutes).

44 Skills.16.Q102 Assess objective test questions for qualifiers (such as negatives and absolutes).

45 Skills.16.CPO48 Apply subjective test-taking strategies, such as focusing on the action verbs.

46 Skills.14.CPO51 Analyze and recognize causes of stress.

47 Skills.14.CPO54 Identify side effects of stress.

48 Skills.14.Q90 Identify high stress levels.

49 Skills.14.CPO50 Evaluate moderate stress levels and appropriate stress management strategies.

50 Skills.14.Q105 Develop a stress management plan.

51 Skills.4.CPO55 Identify necessary and unnecessary spending.

52 Skills.4.Post12 Develop and apply strategies for reducing spending.

53 Skills.4.CPO57 Recommend strategies for using credit and other borrowing.

- 54 Skills.4.Post6 Build awareness of spending, borrowing, earning, and saving patterns.
- 55 Skills.4.Post5 Develop a budget.
- 56 Skills.10.Q73 Identify interests and how they relate to coursework and potential careers.
- 57 Skills.3.Post2 Describe critical thinking.

58 Skills.3.Q88 Explain the value of critical thinking.

59 Skills.3.CPO66 Evaluate information using critical-thinking skills.

- 60 Skills.18.Q80 Explain how to adjust your communication to suit different workplace audiences.
- 61 Skills.18.Q101 Apply effective strategies to improve written workplace communication.
- 62 Skills.18.Q41 Apply effective verbal communication practices in the workplace.
- 63 Skills.18.CPO78 Determine the best medium to communicate in different work situations.
- 64 Skills.19.Q145 Analyze how to behave courteously and professionally with people in your workplace.

Appendix C: Final Exam – Short Answer

1. ACES Exam Prep

Academic Competence Evaluation Scales (ACES)

Step 1: Complete the Academic Competence Evaluation Scales (ACES) survey and print the results for your instructor.

For this exam, you will write six short paragraphs

Make sure that you have the results of your ACES survey printed out and in front of you so that you may refer to it while writing your paragraphs.

You must also turn in your ACES results to your instructor once you have completed this exam.

Step 2: When you have taken the ACES survey and have the results with you, please choose "True" as the correct answer below

2. ACES Acad.Skills Strength

Academic Skills: Reading/Writing, Mathematics/Science, Critical Thinking After reviewing the results of your ACES survey, write one paragraph that identifies your strength(s) in the Academic Skills area and discusses how you will continue to maintain the skill(s) as a strength. If you have no skills identified as "Strength," please write a paragraph discussing the area in which you feel you are the strongest and why.

3. ACES Acad.Skills Weak

Academic Skills: Reading/Writing, Mathematics/Science, Critical Thinking Then write one paragraph that identifies the area(s) in which you scored either "On Track" or "Develop" and discuss specific strategies for improving these skill areas. If you have no areas identified as "On Track" or "Develop," please discuss which of the three areas you feel is your weakest and why.

4. ACES Acad.Enable Strength

Academic Enablers: Interpersonal Skills, Engagement, Motivation, Study Skills After reviewing the results of your ACES survey, write one paragraph that identifies your strength(s) in the Academic Enablers area and discusses how you will continue to maintain the skill(s) as a strength. If you have no skills identified as "Strength," please write a paragraph discussing the area in which you feel you are the strongest and why.

5. ACES Acad.Enable Weak

Academic Enablers: Interpersonal Skills, Engagement, Motivation, Study Skills Then write one paragraph that identifies the area(s) in which you scored either "On Track" or "Develop" and discuss specific strategies for improving these skill areas. If you have no areas identified as "On Track" or "Develop," please discuss which of the three areas you feel is your weakest and why.

6. Fin.Lit Weak

List your top two greatest money management strengths and your top two biggest money management weaknesses. Then set one long-term SMART goal that will help you overcome your weaknesses.

7. Outcomes 3, 4, 5

Synthesis: Write an email to your instructor expressing your concern about a time management issue. In the email, you should provide details of the exact issue and a possible solution for her review.

8. Outcomes 1, 2

Planning: Now that you have completed this course, explain your long-term academic goal for the upcoming semester. In doing so, make sure that you also identify smaller, short term goals based on your learning preferences that will lead to your success.

Appendix D: Short Answer Rubrics

Question 6 Grading Rubric (Outcomes 1, 2, "Planning," divide score by 4 for MSSL gradebook)

Specific- expressed as a task using an action verb Measurable- indicates a quantity that can be used to measure progress Achievable and Realistic- possible to attain with given resources, challenging but not overwhelming Time Frame- has a clear time frame

_____A work (4 points): Correctly states one long-term academic goal, at least 2 SMART short-term goals, and interim check-in dates, recognizes and states the connection between values and goals

_____B work (3 points): Correctly states one long-term academic goal, at least 2 SMART short-term goals, and interim check-in dates, and the values the goal(s) support; SMART short-term goals may be somewhat vague, not completely stated in SMART terms, but are nonetheless appropriate supporting short-term goals

____C work (2 points): States one long-term goal, perhaps not completely academic in nature, 2 SMART short-term goals, and interim check-in dates; shows limited understanding of stating short-term goals in SMART terms

_____D work (1 points): Incomplete work and/or understanding of stating academic long-term goals and appropriate supporting short-term goals, stating them in SMART terms

____F work (0 points): Little or no response; little or no understanding of goal-setting, SMART terms.

Content Area	2	1	0	Score
Does the message include an appropriate subject line, salutation, and closing?	Yes	Is missing an appropriate salutation or closing	No	
Does it specifically identify the time management issue?	Yes	Yes but needs more clarification	No	
Does the email offer a possible solution for review?	Yes	Yes but needs more details	No	
Does message use the appropriate tone and vocabulary?	Yes	Yes with minor lapses into the non- formal/academic	No	
Are the proper rules of grammar and spelling followed?	Yes	Yes with some errors, shows a lack of proofreading	No	
	•		Total:	

Question 7 Grading Rubric (Outcomes 3, 4, 5, "Synthesis")

divide score by 2 for MSSL gradebook

Appendix E: Grade Distribution

	Total	A	в	с	D	F	W, I, Other	Success	Completer Success
2016 Summary	47	2.13% (n-1)	19.15% (n=9)	17.02% (n=8)	2.13% (a=1)	55.32% (n-26)	4.26% (n-2)	38.30% (n-18)	40.00%
15/FA	Total	A	в	с	D	F	W, I, Other	Success	Completer Success
WEB, 3rd 5 wk	33	3.03% (n=l)	15.15% (n-5)	18.18% (n=6)	3.03% (n-1)	54.55% (n=18)	6.06% (n=2)	36.36% (n=12)	38.71%
WEB Subtotal	33	3.03% (n=1)	15.15% (n=5)	18.18% (n=6)	3.03% (n=1)	54.55% (n=18)	6.06% (n=2)	36.36% (n=12)	38.71%
15/FA Subtotal	33	3.03% (n=l)	15.15% (n=5)	18.18% (n=6)	3.03% (n=1)	54.55% (n=18)	6.06% (n=2)	36.36% (n=12)	38.71%
16/SP	Total	А	в	с	D	F	W, I, Other	Success	Completer Success
HYB, 3rd 5 wk	14	0.00% (n=0)	28.57% (n-4)	14.29% (n=2)	0.00% (n=0)	57.14% (n=8)	0.00% (n=0)	42.86% (n=6)	42.86%
HYB Subtotal	14	0.00% (n=0)	28.57% (n=4)	14.29% (n=2)	0.00% (n=0)	57.14% (n=8)	0.00% (n=0)	42.86% (n=6)	42.86%
16/SP Subtotal	14	0.00% (n=0)	28.57% (n=4)	14.29% (n-2)	0.00% (n=0)	57.14% (n=8)	0.00% (n=0)	42.86% (n=6)	42.86%

SDV-101 Grade Distribution

*Completer success excludes W,I, Other

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Appendix F: Assessments Summary



15/SP SDV-101 GD:Assessments Summary

	Multiple Choice	Short Answer n% success	
Summary	23/52.17%	23/73.91%	
E01	14/50%	14/78.57%	
W01	9/55.56%	9/66.67%	

		Multiple	Choice			Short A	Answer
		Passed	Failed			Passed	Failed
D36	Passed	12	6	Pa	ssed	17	1
Cou	Failed	0	5	Fa	ailed	0	5



15/FA SDV-101 GD:Assessments Summary

	Multiple Choice			ł.	Short Answer 10% success		
S	ummary	20	i/30.77%		26/61.5	1%	
	E01	26/30.77%			26/61.54	4%	
		Multiple Passed	Choice Failed			Answer Failed	
Course	Passed	-		Pass	Passed		

Appendix G: Outcomes Summary

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2016 SDV-101 Outcomes Summary

Pre	Assessment (n=17.5)			
Outcome	# Questions	Total Value	Points Earned	% Correct
Identify realistic learning strategies that complement personal learning preferences	42	735	417	56.73%
Develop a student mission statement that includes a short term goal in support of a long term academic goal based on personal values	14	245	189	77.14%
Demonstrate an understanding of appropriate and effective tone and medium for workplace and academic communication	22	385	246	63.90%
Develop effective methods of incorporating new information into students' personal body of knowledge via critical thinking skills	44	770	420	54.55%
Discuss strategies for avoidance of high stress situations and scheduling conflicts as relate to academic progress	20	350	282	80.57%
Demonstrate an understanding of personal financial planning and sound money management skills	10	175	149	85.14%

Final Exam - Multiple Choice

(n=12.5)			

Outcome	# Questions	Total Value	Points Earned	% Correct
Identify realistic learning strategies that complement personal learning preferences	42	525	352	67.05%
Develop a student mission statement that includes a short term goal in support of a long term academic goal based on personal values	14	175	124	70.86%
Demonstrate an understanding of appropriate and effective tone and medium for workplace and academic communication	22	275	221	80.36%
Develop effective methods of incorporating new information into students' personal body of knowledge via critical thinking skills	44	550	348	63.27%
Discuss strategies for avoidance of high stress situations and scheduling conflicts as relate to academic progress	20	250	158	63.20%
Demonstrate an understanding of personal financial planning and sound money management skills	10	125	84	67.20%

SDV-101 Short Answer Tally

AY	# of Students	Total Value	Synthesis (Outcomes 3,4,5)	Planning (Outcomes1,2)	
2016	22	110	106/96.36%	100/90.91%	

Appendix H: Student Level Outcomes Improvement

AY 2016 Outcomes Improvement

	Improvement	%					
Demonstrate an understanding of appropriate and effective tone and medium for workplace and academic communication	21	58.33%					
Develop a student mission statement that includes a short term goal in support of a long term academic goal based on personal values	13	36.11%					
Develop effective methods of incorporating new information into students' personal body of knowledge via critical thinking skills	19	52.78%					
Discuss strategies for avoidance of high stress situations and scheduling conflicts as relate to academic progress	7	19.44%					
Identify realistic learning strategies that complement personal learning preferences	22	61.11%					
Demonstrate an understanding of personal financial planning and sound money management skills	8	22.22%					
Total # of students who took both the pre and post tests: 36							