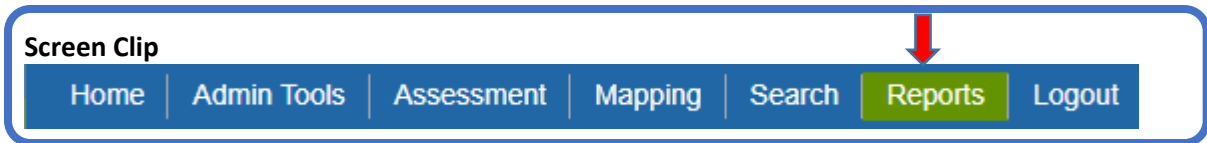


## SAC SCORES: Assessment Day FALL 2019

### Strategic Planning Year-End Activities

Access the 2018-2019 Detailed Assessment Report (Strategic Plan) in WEAVEonline

1. Access WEAVEonline: <https://app.weaveonline.com/sac> login using established San Antonio College WEAVEonline ID and Password credentials.
2. Navigate to and click on the **Reports** tab.



3. On the **Reporting** page, which displays, make the following selections. (Example: Journalism/Photography)

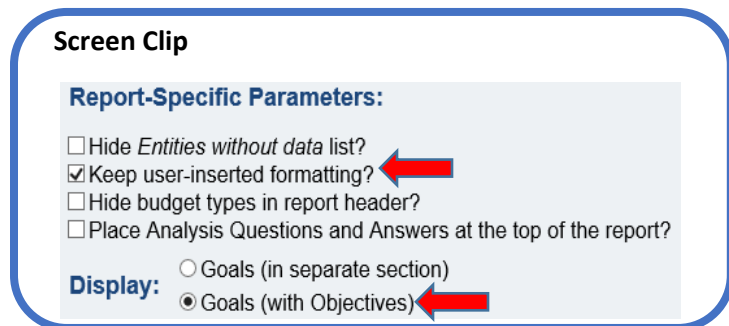
1: Select cycle ➡	2: Select a report ➡	3: Select report entities
<input checked="" type="radio"/> 2018-2019 (Current)	<b>Full Assessment Reports</b> <input checked="" type="radio"/> Detailed Assessment Report (DAR)	<ul style="list-style-type: none"><li>Selected entities (see choices)</li><li><input checked="" type="checkbox"/> Journalism/Photography</li></ul>

4. Scroll to, and Click **Next**.



5. On the **Reporting: Detailed Assessment Report (DAR)** page, which displays, select the following parameters:

- **Report-Specific Parameters:**
  - ☒ Keep user-inserted formatting?
- **Display:**
  - ☒ Goals (with Objectives)
- **Include:**
  - ☒ Action Plans
  - Within Measures section show:
    - ☒ Full detail of Related Action Plans



6. To view the Detailed Assessment Report for the selected entity, navigate to the top, click **Run**.



7. The report displays, **print or save the report**.