GEORGE MASON UNIVERSITY

OFFICE OF INSTITUTIONAL EFFECTIVENESS AND PLANNING

Quick Start Guide to Viewing Academic Assessment Feedback in Nuventive

Access Nuventive

1. Log in to solutions.nuventive.com using your Mason NetID username and password
2. Once logged in you will be automatically taken to your programs Home Page
3. If you oversee multiple programs you can access the organization drop down menu in the middle of the screen to switch programs
4. To navigate within Nuventive, use the hamburger menu icon (three horizontal lines) on the top left of the page to see different options

View Feedback via the Assessment Feedback Report

1. Select the hamburger menu icon in the top left and click to expand *Program Assessment Plan & Results*, then choose *Program Assessment Feedback Report*
2. Select the *Assessment Feedback Report* in the right-hand panel of the page to generate your report
3. Use the *Annual Assessment Feedback* dropdown to choose the year(s) you want to see feedback for and click *Run Report* in the top right corner.
4. The report will generate in the right-hand panel. You are also able to download the report from this screen

View Feedback in the Assessment Feedback Dashboard

1. Select the hamburger menu icon in the top left and select *Dashboards*
2. Select *Assessment Feedback* tab at the bottom of the screen
3. Your assessment feedback will populate in the tables on this page. You can also use the *Assessment Review Year* filter in the top right corner to select specific year(s) to review.
4. Select the *Rubric* in the right panel to view the Annual Assessment Rubric used when evaluating your Annual Assessment submission