



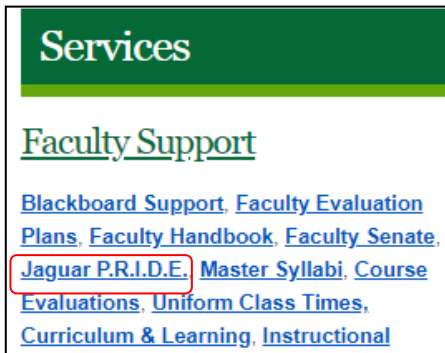
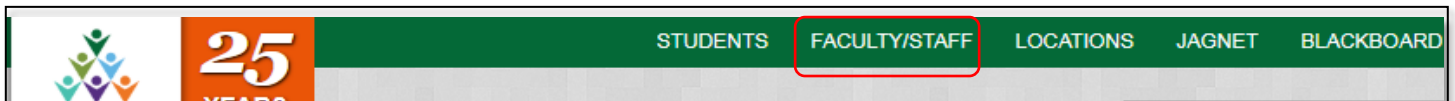
# Jaguar P.R.I.D.E. User Guide for Core Objectives

## Providing Responsibility in Delivering Excellence

### Logging into JagPRIDE

Access the reporting system by simply typing [jagpride.southtexascollege.edu](http://jagpride.southtexascollege.edu) into the address bar.

You can also access JagPRIDE through the South Texas College website by selecting the **FACULTY/STAFF** tab on the top right-hand side of the home page. Then, select **Jaguar P.R.I.D.E.** under Faculty Support.

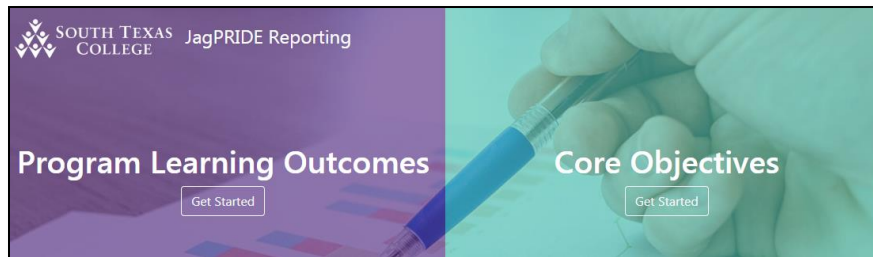


Log in by entering your STC Username and Password.

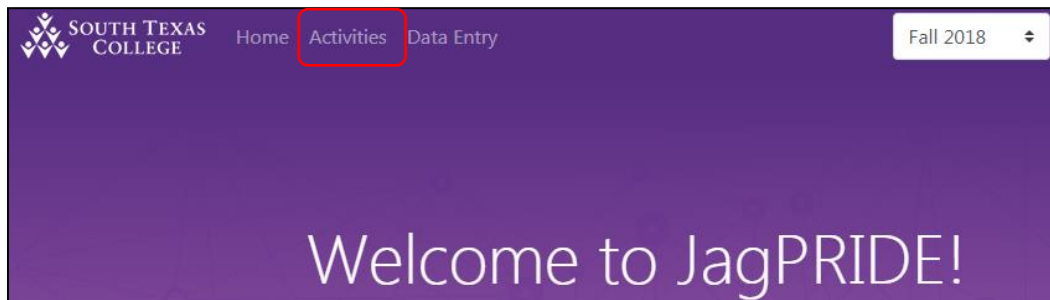
## Main Menu

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The landing page will appear after successfully logging into the system. **Click** on the **Get Started** button on the right hand side of your screen, below the **Core Objectives** title.



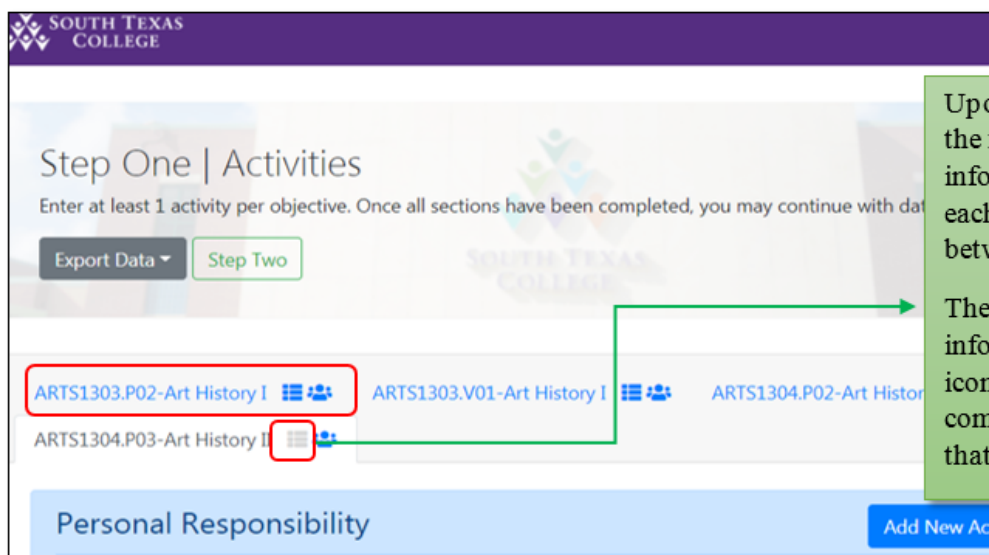
Next, click on the **Activities** tab on the top left hand side of your screen to take the first step in entering your student learning outcomes for general education competencies.



## Activities: Course & Performance Descriptions

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After opening the **Activities** tab, a section of all your courses taught for the semester and that have been selected for assessment will appear. The **Activities** icon next to each course will appear as empty. This means that no information has been entered. **Click** on the course title to navigate between courses.



Upon entering the activities page, the first course and core objective information will appear. **Click** on each course title to navigate between courses.

The **list** icon will be empty until information is submitted. The list icon will appear in **blue** when completed activity information for that section has been entered.

After selecting the first course, the core objective and description will now appear. If your course has multiple core objectives, **click** on the objective you wish to begin entering the activity description and file. *Note: Selected activities must align to the specific core objective. Also, not all courses in the core curriculum have been selected for assessment. Please contact your department chair to learn more about the activities, use of the institutional rubrics, and selection of courses.*

To enter the activity and upload a file, click on the **Add New Activity** button. Enter a brief description of the activity selected to measure the specific objective. Then upload an example of the activity. The example should be of the assignment or assignment prompt.

Repeat the steps for each core objective listed. Notice that the activities icon will appear in **blue** once the activity and file has been entered for the specific course. Click on the **Step Two** button to proceed to the **Data Entry** page.

**Step One | Activities**  
Enter at least 1 activity per objective. Once all sections have been completed, you can export the data.

Export Data Step Two

ARTS1303.P02-Art History I ARTS1303.V01-Art History I ARTS1304.P03-Art History II

**Personal Responsibility**  
To include the ability to connect choices, actions and consequences to ethical decisions.

**Description:**  
Students are provided a writing prompt posing the question, how much (if any) free will do you have? Students must explain, defend, and support their answers with evidence in a paper.

**Files:**  
Blooms.pdf

Click to Edit

Clicking on the **Step Two** button on top left-hand side will open the data entry page for the selected course.

To edit the activity description or to replace the uploaded file, simply click on the text to make the necessary modifications. **Click** anywhere on the page to exit the edit section. Your changes will save automatically.

Use the **delete** icon to delete both the activity description and the file.

## Data Entry: Scoring Rubric (4 Excellent, 3 Good, 2 Fair, & 1 Poor)

After opening the Data Entry page, the **Data Entry** icon next to the selected course will appear as empty. This means that no data information has been entered. You will have the option to rate students per criteria level as defined in the institutional rubric (4 Excellent, 3 Good, 2 Fair, & 1 Poor). Begin to indicate student performance levels per criteria.

**Step Two | Data Entry**  
Enter student learning outcome attainment for this course.

Export Data Step One

I have completed all data entry for the semester. Submit

ARTS1303.P02-Art History I ARTS1303.V01-Art History I ARTS1304.P02-Art History II

You may select each column header to review the objective and criteria descriptions.

View All Records

The **Data Entry** icon will be empty until information is submitted. The data entry icon will appear **blue** when completed rating for that section has been entered.

Selections made will be saved automatically.

Click on **View all Records** to view your entire course roster.

A-Number	Full Name	SR:C1	SR:C2	SR:C3	SR:Total
A-Number	Student Name	Select	Select	Select	0
A-Number	Student Name	Select	Select	Select	0
A-Number	Student Name	Select	Select	Select	0

Notice that you will see the course roster for the specific section and columns for each core objective and criteria. You can click on the abbreviated core objective and criteria on the column header to view the descriptions and to download and view the specific core objective rubric.

Begin to indicate student performance levels per criteria by **clicking on the scoring box** and selecting the attained score. Remember that students who are classified as “NA” are students who were never assessed.

Step Two | Data Entry  
Enter student learning outcome attainment for this course.

Export Data Step One

I have completed all data entry for the semester. Submit

ARTS1303.P02-Art History I ARTS1303.V01-Art History I ARTS1304.P02-Art History II ARTS1304.P03

You may select each column header to review the objective and criteria descriptions.

Social Responsibility: To include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.

Criteria #1: 1. Identify and define an issue related to the items from Social Responsibility (Intercultural of Civic Responsibility, ability to engage effectively in regional/national/global communities).

View All Records

A-Number	Full Name	SR:C1	SR:C2	SR:C3	SR:Total
A-Number	Student Name	3	2	2	7
A-Number	Student Name	NA	NA	NA	0
A-Number	Student Name	Select	Select	Select	0
A-Number	Student Name	1	Select	Select	0
A-Number	Student Name	2	Select	Select	0
A-Number	Student Name	3	Select	Select	0
A-Number	Student Name	4	Select	Select	0

Click on the individual criteria on the header to view the core objective and criteria descriptions.

You can download a copy of the institutional rubric for the specific core objective by selecting the PDF icon seen at the end of the description.

Selected scores will automatically tally and appear on the last column.

Your work is automatically saved.

Changes to the selected scores will automatically save. Notice that the **Data Entry** icon will appear **blue** when completed scoring for that section has been entered. Repeat the steps for every course section listed.

Submit your signature when the **Data Entry** icon turns **blue** for all your courses listed. You should now see that both the Activities and the Data Entry icons are **blue**. **Click** on the signature box and hit **Submit**.

The screenshot shows the 'Step Two | Data Entry' page. At the top, it says 'Enter student learning outcome attainment for this course.' Below this are two buttons: 'Export Data' and 'Step One'. A green arrow points from a box around the text 'I have completed all data entry for the semester.' to a 'Submit' button. Below the arrow, there are three course headers: 'ARTS1303.P02-Art History I', 'ARTS1303.V01-Art History I', and 'ARTS1304.P02'. A red box highlights the 'Submit' button in the second course header. A green callout box on the right contains the following text:

Both the **Activities** and **Data Entry** icon will turn **blue** when all information has been entered.

Click the signature box and Submit your signature when you have completed entering information for all your courses listed.

You will not be able to submit your signature until information for all sections has been entered.

Submitting the signature concludes your reporting of core objectives.

## All Done!

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You have completed entering information regarding student learning outcomes for general education competencies when you submit your signature in the **Data Entry** page.

Feel free to print or export your activities and data entry information by going to the left hand side of your screen and clicking on the **Export Data** icon. You can select Export to Excel to transfer material you entered in an excel spreadsheet.

We hope you found the JagPRIDE system easy to use and navigate. Contact the learning outcomes team if you experience any difficulty by sending an email to [pride@southtexascollege.edu](mailto:pride@southtexascollege.edu) or by calling (956) 872-4411.