

How to display hidden inactive/complete outcomes in Improve

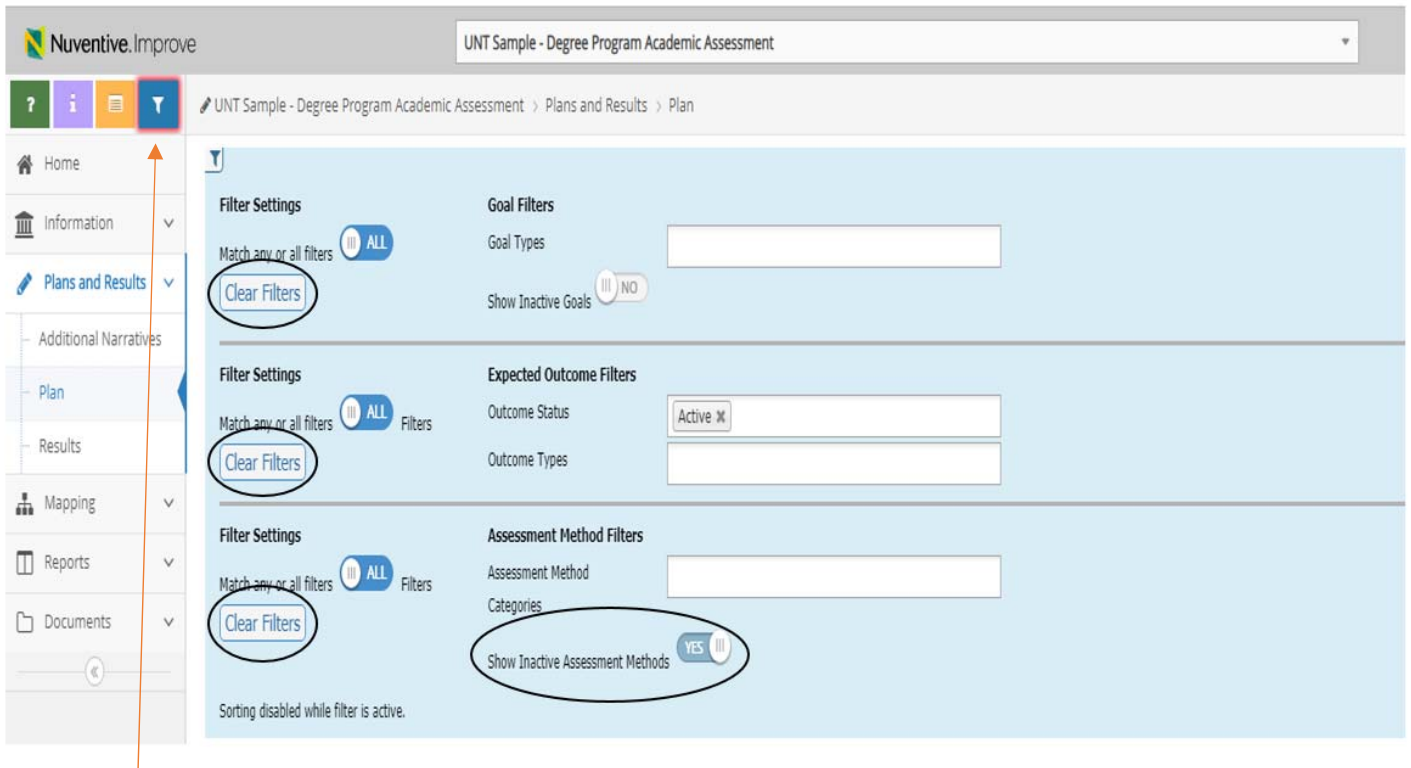
1. Click on Plans and Results
2. Select Plan
3. Click on the blue filter button

The screenshot shows the Nuventive Improve interface. The top navigation bar includes the Nuventive logo and the text 'Improve'. Below this is a breadcrumb trail: 'UNT Sample - Degree Program Academic Assessment > Plans and Results > Plan'. The left sidebar contains a menu with 'Home', 'Information', 'Plans and Results' (circled in blue), 'Additional Narratives', 'Plan' (circled in blue), 'Results', 'Mapping', 'Reports', and 'Documents'. The main content area displays 'Goals' and 'Expected Outcomes'. Under 'Expected Outcomes', there is a section for 'Sample Outcome #1' with details like 'Outcome Types: Student Learning Outcome', 'Start Date: 09/01/2008', and 'End Date:'. Below this is an 'Assessment Methods' section for 'Course Assignment/Project' with details like 'Criterion: 80% of Students achieve a minimum of 80% of the points', 'Schedule:', 'Date Added: 08/21/2009', and 'Active: Yes'. There are also 'Related Documents' listed.

4. Clear any filter set within “Outcome Status”.
5. Toggle the “No” in inactive methods to “yes”.

The screenshot shows the Nuventive Improve interface with the filter settings for 'Expected Outcomes'. The top navigation bar and breadcrumb trail are the same as in the previous screenshot. The left sidebar is also the same. The main content area is a light blue background with several filter sections. Each section has a 'Filter Settings' header and a 'Clear Filters' button. The 'Expected Outcome Filters' section is highlighted. It has 'Outcome Status' set to 'Active' (circled in blue) and 'Outcome Types' set to an empty field. The 'Assessment Method Filters' section has 'Assessment Method' set to an empty field and 'Categories' set to an empty field. The 'Show Inactive Assessment Methods' toggle is set to 'YES' (circled in blue). At the bottom, it says 'Sorting disabled while filter is active.'

6. You can also “Clear Filters” to remove any filters blocking inactive outcomes/methods.



7. Click on the filter button again to return to your list of outcomes. All outcomes and methods should now be visible.

Still have problems? Contact us at 940.565.4584 or improve@unt.edu.

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