

## Assessment Center Purpose Statement

*The Assessment Center evaluates students on core competencies that are needed to perform well in both an academic and work setting. One goal of the assessment process is to identify strengths and weaknesses of the individual being assessed, thus allowing the individual to customize their course work to their training needs. A second goal is to assess the impact and effectiveness of the Indiana University Northwest curriculum by evaluating student improvement in core competencies.*

*Students will receive an informational packet concerning the assessment process prior to being assessed, and will be assessed as freshmen and prior to graduation. Assessors will be chosen from the business community and will have management experience. The assessors will be thoroughly trained and their performance as an assessor will be evaluated prior to functioning as an assessor. Feedback will be given to the individual participant and their academic advisor. The use of the data will be confined to student and curriculum development.*

## Call today!

If you would like to be a Rater for the Assessment Center, please contact Jana Szostek, Director of the Assessment Center, by telephone at (219) 980-6910 or by e-mail at [jaszoste@iun.edu](mailto:jaszoste@iun.edu).

The Assessment Center exercises are video taped or consist of written material. Therefore, Raters are not needed until mid-semester, after the students have completed the exercises.

The assessment process is entirely online. Raters will be given a user name and password and will receive instructions on how to access the website. An online training program must be completed prior to rating student performance. Raters can then evaluate students according to their individual schedules. In addition, Raters may recruit students they observe by contacting the Assessment Center Director.

*The Assessment Center will provide you  
with a tremendous asset.*

*Don't miss out! Call today!*

### Indiana University Northwest Assessment Center

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Indiana  
University  
Northwest

Indiana University Northwest

## Assessment Center



Navigating  
the journey of  
student development for lifelong success

## Rater Information for the Student Development Program

## You're invited...

The Assessment Center staff would like to invite you to serve as a Rater for the Indiana University Northwest Assessment Center.

As an employer, you are looking for employees with more than a college degree. You want employees with job skills as well. As a Rater for the Indiana University Northwest Assessment Center, you will give students the information they need to meet your expectations. Students will use your feedback to prepare themselves for the workplace.

As a Rater, you will observe students as they respond to simulated work situations. Your feedback will directly impact their development because you will tell them what skills to develop during their college career. In addition, students who are completing their degree program will have the opportunity to network with you in a social setting.

Our Raters are local business leaders and recruitment professionals who:

- *Desire the opportunity to guide the development of future employees*
- *Understand the impact of giving students feedback while they are still pursuing their degrees*
- *Appreciate the significance of having access to students who will be entering the workforce*

## What is it?

The Indiana University Northwest Assessment Center has been strategically designed to provide you with the most beneficial experience possible. During the Assessment Center process, you will complete multiple exercises that are designed to assess the specific skills that will help you succeed in college and in the workplace. The exercises include:

- *One-on-One role plays*
- *Group discussions*
- *Presentations*
- *Computer-based projects*
- *Computer-based case analyses*

The skills that will be assessed are:

- *Critical Thinking*
- *Leadership*
- *Financial Impact Analysis*
- *Delegation*
- *Coaching*
- *Interpersonal Communication*
- *Written Communication*
- *Presentation Skills*
- *Teamwork*
- *Conflict Management*
- *Client Relations*
- *Ethics*
- *Cultural Diversity*

The student's performance in the Assessment Center exercises will be evaluated by respected business professionals. Student scores are then compiled into a Feedback Report that details strengths, as well as areas that require additional development. After reviewing their feedback report, students will

prepare a personalized development plan. This plan will include participation in course work and extra curricular activities geared toward their professional needs. Therefore, the development plan is the student's first step toward becoming the professional that employers will want to hire.

*Pursuing their development plan will allow students to make the most of their time at Indiana University Northwest and will help them land that ideal job once they graduate!*

The Assessment Center benefits both students and potential employers. Students will benefit from the Assessment Center because they will learn what skills they need to develop more fully. As students develop these skills, they will be better prepared for their studies and their future employment.

Employers will benefit from students' participation in the Assessment Center because students will be better prepared for the workplace. The employer will know that the student has already identified the skills that they need to develop and has spent several years improving those skills.

*It's a win-win situation!*

The Assessment Center staff looks forward to your participation in the Assessment Center process!