National Institute on the
Assessment of Adult Learning

June 15 - 17, 2011

KNEXT, Leveraging the Past to Shape
Your Future
SESSION TOPICS

• Overview of KNEXT
  – Why
  – How
  – Who

• Portfolio Academic Rigor
  – Standards
  – Quality Assurance
  – Process
KNEXT is the bridge for the learner’s education, career and life learning recognition

- KNEXT recognizes all college-level learning that learners gain outside of the classroom - wherever or whenever it occurred.

- Our products and services guide adult learners from the time they consider pursuing a degree until they enroll in college.

- KNEXT provides learners support and structure while breaking down traditional barriers.

- We help higher education institutions recognize the college-level learning that adults gain outside of the classroom.
Why we did this?

Employment opportunities requiring some level of college training is growing

Census numbers indicate there are significant numbers of adults with some or no formal college training

Secondary research reveals many workforce development programs exist that encourage adults to pursue a college degree

Primary research commissioned by KNEXT indicates need for independent advising services and prior learning recognition
To prepare for this evolution, Kaplan launched a new business called **KNEXT**

www.KNEXT.com
KNEXT PROCESS

1. Compile all your learning

2. Develop your portfolio and have it assessed

3. Get college credit for what you’ve learned
PORTFOLIO DEVELOPMENT AND ASSESSMENT PROCESS

**Step 1**
Complete the Portfolio Development Course
- In this course, students will explore their prior learning and develop their portfolio.

**Step 2**
Portfolio Submission
- Students submit their portfolio for evaluation after completing the Learning Recognition Course.

**Step 3**
Portfolio Evaluation
- During this step of the process, the evaluator(s) will review and evaluate student portfolios for college credit using the evaluation criteria set forth by KNEXT.

**Step 4**
Portfolio Return and Student Feedback
- Students are notified of the results of the evaluation.
How can KNEXT have an impact?

• Provide needed resources
  - Fully integrating and outsourcing your higher education needs - saving you time for setup and overhead of process management

• Maximize tuition assistance dollars
  - Eliminate duplicated learning while maximizing tuition assistance programs by recognizing ALL college level learning
  - Reducing time to degree and thereby reducing stop-out

• Increase graduation rates
  - Recognize experiential learning for adults returning to college
  - Validate learning acquired through workplace skills and experience
The KNEXT products are designed on the individual needs of the learner and where they are in the process.

**Questions / Needs?**
- Should I go back?
- Am I ready/able?
- How do I go back?
- Will my learning/experience be valued?
- What career should I pursue?
- Where should I enroll?
- How do I enroll?

**Decision Making Process**
- Unaware
- Aware - Considering
- Determining
- Selecting
- Enrolling
KNEXT serves like a personal trainer to adults

**Empowers** - Gives students a benefit they did not previously realize, assuring they get the tools they need to be a student.

**Accelerates** - Assures skills will be developed, while helping them recognize their learning and apply it to the classroom.

We will motivate and coach you no matter where you are in the process of returning to school.

Debating return to school  Preparing to enroll  KNEXT Courses  College degree selection  Enrollment in Institution
The Process to Move Students Through the Enrollment Lifecycle

Decision-Making Process:
- Unaware
- Aware - Considering
- Determining
- Selecting
- Enrolling

KNEXT Products:
- Advising
- Content
- Portfolio
- Courses

Enrollment:
- Institution
- Institution
- Institution
- Institution

KNEXT Products

The Process to Move Students Through the Enrollment Lifecycle
KNEXT Products and Services

**Leader Products**
Building Awareness

- Interactive self-assessments
- Webinars
- Content
- Simulated Degree Audit (SDA)
- Social Media Application

**Path Courses**

- Strategies for Academic and Career Planning
- Writing
- Technology
- Mathematics
- APA
- MS Office
- Career Development

**Portfolio Course and Assessment**

- Portfolio Development Course and Review
- Portfolio Development Assessment System (PDAS)

**Advising**

- Academic Coaching
- Career Coaching
- Academic and career resources
- College application assistance
Our process positions KNEXT as the industry leader in college enrollment advising, and in recognition and portability of prior learning.

- Portfolio assessment to document learning
- Customized solution for both students and institutions
- Learner-centered tools and support services
- Online, flexible and customizable
- Able to integrate with academic and other partners
Academic Rigor of the KNEXT Portfolio Development and Assessment Processes
Academic Rigor

- Adhere to standards set forth by the Council for Adult and Experiential Learning (CAEL)
- Follow strict portfolio assessment practices in the course and evaluation
- Require training for all portfolio evaluators
- Continuous quality assurance measures
Ten Standards for Quality Assurance in Assessing Learning
Ten Standards for Quality Assurance in Assessing Learning (CAEL)

1. Credit or its equivalent should be awarded only for learning and not for experience.

2. Assessment should be based on standards and criteria for the level of acceptable learning that are both agreed upon and made public.

3. Assessment should be treated as an integral part of learning not apart from it, and should be based on an understanding of learning processes.

4. The determination of credit awards and competence levels must be made by appropriate subject matter and academic or credentialing experts.

5. Credit or other credentialing should be appropriate to the academic context in which it is awarded and accepted.

(Fiddler, et al., 2006)
Ten Standards for Quality Assurance in Assessing Learning (CAEL)

6. If awards are for credit, transcript entries should clearly describe what learning is being recognized and be monitored to avoid giving credit twice for the same learning.

7. Policies, procedures, and criteria applied to assessment, including provision for appeal, should be fully disclosed and prominently available to all parties involved in the assessment process.

8. Fees charged for assessment should be based on the services performed in the process and not determined by the amount of credit awarded.

9. All personnel involved in assessment of learning should pursue and receive adequate training and continuing professional development for the functions they perform.

10. Assessment programs should be regularly monitored, reviewed, evaluated, and revised as needed to reflect changes in the needs being served, the purposes being met, and in the state of the assessment arts.

(Fiddler, et al., 2006)
Portfolio Development Course
KNEXT Portfolio Development Course

- Self-paced online course with graded quizzes
- CAEL text: Earn Credit for What You Know – Colvin (2006)
- Course Match Model of Portfolio Assessment
- Course outcomes mirror a lower-level college course in portfolio development

- Portfolio Components
  - Educational Goal Statement
  - Expanded Resume
  - Learning Autobiography
  - Course Petitions
  - Supporting Documentation

- Students need to complete all requirements and document their learning to be a candidate for credit for that learning
KNEXT Portfolio Development Course

• Course Outcomes
  • Analyze learning acquired outside of the classroom in the context of higher education
  • Formulate educational goals
  • Describe experiential learning using college-level writing skills
  • Organize learning relative to academic disciplines

• Course contains seven (7) modules
  • Each module includes:
    • Introduction
    • Outcomes
    • Lesson
    • Learning activity
    • Glossary and FAQ
    • Graded Quiz

• Assessment Specialist review of portfolio components
  • Provide feedback on components and additional support
Portfolio Evaluation
Evaluation Process

Course Assignment
- Courses are assigned based on the evaluator’s credentials, courses taught previously, and course evaluated previously
- Only trained evaluators can conduct reviews

Portfolio Review
- Unbiased review of portfolio components
- Evaluator reviews educational goal statement, expanded resume, learning autobiography, the course petition assigned, and the supporting documentation for the course petition

Addendum Request
- Evaluator can request additional information or documentation
- Communication sent to learner via portfolio system

Evaluation Complete
- Evaluators complete one evaluation form for each course petition
- Evaluation form includes assessment rubric and comments
## Evaluation Rubric – Five Criteria

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<th>Category</th>
<th>Criteria</th>
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| **Explanation of Applied Learning**           | • Can the student apply what he or she has learned?  
                                            • Does the student provide real life examples to explain how the college-level learning was applied?                                            |
| **Evidence of College-level Writing**         | • Does the student’s writing demonstrate skill and articulation at the college level?  
                                            • Does it demonstrate critical and reflective thinking?                                                                                       |
| **Understanding of College-level Learning**   | • Does the student’s learning demonstrate problem solving ability, depth and breadth of knowledge, and a balance between theory and practice?                                                               |
| **Course Outcome Attainment**                 | • Has the student met all of the course outcomes for the course?  
                                            • Does the student understand the concepts and theories generally covered in the course?                                                      |
| **Documentation Alignment**                   | • Does the student’s documentation align to the learning?  
                                            • Does it prove that the student knows and can do what he or she says?                                                                        |
Evaluator Training

• Self-paced online training course

• Two-week completion deadline

• Based on CAEL’s Ten Standards for Quality Assurance in Assessing Learning (Fiddler, et al., 2006)

• Consists of five (5) modules
  • Prior Learning Assessment
  • Types of Learning
  • KNEXT Portfolio Development and Assessment Process
  • Components of an experiential learning portfolio
  • Evaluation process – including criteria for evaluation

• Successful completion required before evaluating portfolios

*Future Development of Refresher Training Modules
KNEXT Portfolio Evaluator Credentials

KNEXT portfolio evaluators must be academically and/or professionally qualified to evaluate student learning.

- Degree from regionally or nationally accredited institution
- Graduate degree with 18 graduate credits in area of expertise
- Extensive teaching experience and/or work experience in area of expertise
- Recent college-level teaching experience
- Taught the specific course or related course

*Most portfolio evaluators are full time or part time faculty teaching at regionally and nationally accredited institutions of higher education.*
Quality Assurance Measures
Quality Assurance Measures

• KNEXT Portfolio Assessment Workgroup
  • Independent review of processes

• Evaluator initial training

• Probationary period after successful completion of initial training
  • Evaluator receives three (3) assignments and coaching before approval to evaluate additional portfolios

• Evaluator performance monitoring
  • Review of evaluation forms
    • Evaluation criteria
    • Comments
Quality Assurance Measures

• Ongoing professional development for evaluators
  • Refresher modules

• Portfolio audit
  • Percentage of submitted course petitions
  • Second review by a different evaluator
  • Second evaluator does not see original evaluation

• Data analysis through audit process
  • Ensure reliability and validity of evaluation process
  • Monitor evaluator performance
  • Identify training/coaching needs
  • Identify process issues

Questions & Discussion
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