

WEAVE

Assessment Plan

ADMINISTRATIVE & SERVICE UNITS



THE UNIVERSITY *of*
NEW ORLEANS.

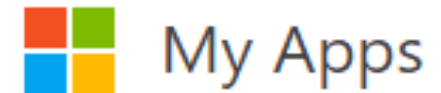
OFFICE OF INSTITUTIONAL
EFFECTIVENESS AND RESEARCH

Accessing WEAVE

You can now access Weave in two easy steps

- ▶ **Step 1** Go to our My Applications web page.

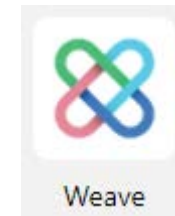
My Apps Link: <https://myapplications.microsoft.com/>



* Google Chrome is the recommended browser for using WEAVE online.

- ▶ **Step 2** Click on the Weave icon inside of My Apps.

No login required



Administrative and Service Unit's Assessment Training

ASSESSMENT PLAN - BEGINNING OF REPORTING CYCLE



THE UNIVERSITY *of*
NEW ORLEANS

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EFFECTIVENESS AND RESEARCH

Finding your Project “Assessment Plan”

– Part 1.

Projects will appear when you login. If not, click on the **PROJECTS** tab.

The screenshot shows the Weave system interface. At the top, there's a navigation bar with the Weave logo and tabs for DASHBOARD, PROJECTS, CREDENTIALS, and REPORTS. The PROJECTS tab is highlighted. To the right of the navigation bar, there are icons for notifications, help, and settings, along with the user name Pedro Moura Neto. Below the navigation bar, the main content area is titled 'Projects' and includes a '+ Create New Project' button. A filter bar below the title allows users to filter projects by type, with options: Filter projects, Show Only, Assigned to you, Assessment, Accreditation, and Program Review. Below the filter bar, there's a 'Filter by Reporting Period' dropdown menu. The main content area displays a table with three columns: Title, Year, and Type. The table lists three projects: UNO Survey Research Center, Graduate School, and Counseling Services, all for the year 2019-2020 and of the type Assessment.

Title	Year	Type
UNO Survey Research Center	2019-2020	Assessment
Graduate School	2019-2020	Assessment
Counseling Services	2019-2020	Assessment

Enter the your project by clicking your project's title.

Finding your Project “Assessment Plan”

– Part 2.

Projects

+ Create New Project

Filter projects

Show Only

Assigned to you

Assessment

Accreditation ⁱ

Program Review

Filter by Reporting Period

Title	Year	Type
UNO Survey Research Center	2019-2020	Assessment
Graduate School	2019-2020	Assessment
Counseling Services	2019-2020	Assessment

Search for
your project

Filter by reporting year

What you should see.

The screenshot displays the Weave software interface. At the top, a dark navigation bar contains the Weave logo, menu items (DASHBOARD, PROJECTS, CREDENTIALS, REPORTS), and user information (Pedro Moura Neto). Below the navigation bar, the breadcrumb path is 'Projects / Assessment / WEAVE Training / 2019-2020'. The main title is 'WEAVE Training 2019-2020', with a 'STATUS' dropdown set to 'In Progress'. A left sidebar shows 'Team (10)', 'Add Team Member', a search bar, 'VIEW BY: ALL', and 'ADMINISTRATORS (10)'. The main content area lists 'Mission Statement', 'Goals', and 'Project Attachments (0)'. A right sidebar titled 'Outline View' provides instructions and a legend for 'Goals', 'Outcomes', and 'Measures'.

Navigation Bar: Weave™ | DASHBOARD | PROJECTS | CREDENTIALS | REPORTS | [Notification] [Help] [Settings] | Pedro Moura Neto ▾

Breadcrumbs: Projects / Assessment / WEAVE Training / 2019-2020

Project Title: WEAVE Training 2019-2020

Status: STATUS: In Progress ▾

Left Sidebar:

- Team (10) |<
- Add Team Member ▾
- Search: [Q]
- VIEW BY: ALL ▾
- ADMINISTRATORS (10) ▾

Main Content Area:

- Mission Statement ▾
- Goals +
- Project Attachments (0) ▾

Right Sidebar: Outline View

Easily navigate with cards or drag and re-order items from within Outline View.

- Goals
- Outcomes
- Measures

Weave

Features and Controls

Navigation Bar (click these to go back)

Expand or collapse
project elements

Add Team Member
Where you can invite team
members to your project.

Administrators
People who have been
added to this project.

The screenshot shows the Weave interface. At the top is a dark navigation bar with the Weave logo and menu items: DASHBOARD, PROJECTS, CREDENTIALS, and REPORTS. Below the navigation bar is a breadcrumb trail: Projects / Assessment / WEAVE Training / 2019-2020. The main heading is "WEAVE Training 2019-2020". To the right of the heading is a "STATUS" dropdown menu set to "In Progress" and a circular menu icon with a downward arrow and three dots. Below the heading is a table of contents with three rows: "Mission Statement" with a downward arrow, "Goals" with a plus sign, and "Project Attachments (0)" with a downward arrow. On the left side, there is a sidebar with "Team (10)", "Add Team Member", a search bar, "VIEW BY: ALL", and "ADMINISTRATORS (10)".

Table of contents

Mission Statement

Mission Statement: A written declaration of an unit's/department's core purpose and focus that normally remains unchanged over time. Properly crafted mission statements (1) serve as filters to separate what is important from what is not, (2) clearly state who will be served and how, and (3) communicate a sense of intended direction.

Example:

The Office of Institutional Effectiveness and Research (OIER) supports data-informed decision-making with accurate and timely reporting of official data to internal and external (state and federal) audiences. We assist the university, colleges, and departments/units with accreditation reporting requirements, informed-decision making, professional organization surveys, and grant writing by providing student and faculty data. OIER manages the online fact book and collects campus-wide student, faculty and staff survey information. OIER is responsible for the assessment of administrative units and manages project evaluations when needed.

Entering Mission Statement

2) Double-Click on shaded box and enter your unit's Mission Statement

Weave auto saves your text

The screenshot shows the Weave software interface. At the top, there is a navigation bar with the Weave logo and menu items: DASHBOARD, PROJECTS, CREDENTIALS, and REPORTS. Below this, the breadcrumb trail reads 'Projects / Assessment / WEAVE Training / 2019-2020'. The main heading is 'WEAVE Training 2019-2020'. To the right, there is a 'STATUS' dropdown menu currently set to 'In Progress'. On the left side, there is a sidebar with options: 'Team (10)', 'Add Team Member', a search bar, 'VIEW BY: ALL', and 'ADMINISTRATORS (10)'. The main content area is divided into sections: 'Mission Statement' (with a shaded text input field containing 'Enter text'), 'Goals' (with a plus sign), and 'Project Attachments (0)' (with a downward arrow). A green circle highlights an upward-pointing arrow in the top right corner of the 'Mission Statement' section.

1) Click on the arrow down to expand

Goals

- ▶ Goals in your project (assessment plan) are different from personal goals.
- ▶ Goals should not be specific, but rather general statements of direction.
- ▶ In a broad sense, how do you want to effect change?
- ▶ Goals can be very long-term(i.e. an end product of many steps or outcomes).

Goal Examples

Goals



1 Goals Provide leadership in UNO's transformation into a data-informed culture.



2 Goals Ensure successful transfer of OIER processes from PeopleSoft to Workday



3 Goals Make assessment a more useful and efficient process.



4 Goals Ensure OIER staff receive needed professional development.



Entering Goals

- 1) Click on "+" to expand
- 2) Click on shaded boxes and enter your unit goal and description. Repeat process for all Goals.

The screenshot displays the Weave software interface for the 'WEAVE Training 2019-2020' project. The navigation bar at the top includes 'DASHBOARD', 'PROJECTS', 'CREDENTIALS', and 'REPORTS'. The main content area shows a 'Goals' section with a '1 Goals Enter Text' button and a 'DESCRIPTION' text input field. A green circle highlights the '+' button, and a green arrow points to the text input field. Annotations include '2.1 Enter Unit Goal' pointing to the '+' button and '2.2 Enter Unit Goal Description' pointing to the text input field. A 'STATUS' dropdown menu is set to 'In Progress'.

2.1 Enter Unit Goal

2.2 Enter Unit Goal Description

1. Expand

Outcomes

- ▶ What are you doing or going to do this reporting cycle to help achieve your unit's goals?
- ▶ Outcomes need to be more specific than goals because they **relate to actual work in a reporting cycle**
- ▶ Outcomes need to be related to goals and should be **fixing a known problem**
- ▶ Outcomes have to be **measurable**. You have to know if they were achieved or in the process for being achieved.
- ▶ Outcomes **should NOT be normal businesses process** unless these process are failing. However, an outcome can be to improve a normal business process. For example, OIER cannot have goal to complete federal reports; however, it can have a goal to make writing federal reports more efficient.

Entering Outcomes

Team (10) |<

Add Team Member

SEARCH

VIEW BY: ALL

ADMINISTRATORS (10)

Mission Statement

Goals +

1 Goals Type Goal ^

DESCRIPTION

Type Goal Description

Outcomes +

Project Attachments (0)

STATUS: In Progress

1) Click on "+" to expand

2) Click on "Program Level" to add an Outcome

Entering Outcomes (cont.)

- 1) Click on shaded boxes and enter your unit Outcome.
- 2) Outcome Description is required. In two to three sentences, state why this outcome is important to achieving your goal. What problems is it solving?

The screenshot shows a web form with several sections. The 'Outcomes' section is highlighted with a light green background. Below it, the '1.1 Outcomes' section is also highlighted. A text input field for the outcome description is shown with a light green border. The 'Supported Initiatives (0)' and 'Strategies for Improvement' sections are also visible. Green arrows point from the text '1. Enter Outcome' to the shaded '1.1 Outcomes' box and from '2. Enter Outcome Description' to the description text box.

Outcomes	+
1.1 Outcomes Type Your Unit Outcome	^ ⋮
DESCRIPTION Type Your Unit Outcome Description	
Supported Initiatives (0)	+
Strategies for Improvement	+

1. Enter Outcome

2. Enter Outcome Description

Entering Outcomes (cont.)

Example:

Outcomes		+	
3.1 Outcomes	Evaluate the Assessment process	^	⋮
DESCRIPTION			
After 2 complete cycles on Weave training and assessment plan, OIER will assess the process and weave with end-users. This information will fuel a redesign of the assessment process			

Supported Initiative

- ▶ Supported Initiative – links your outcome to the UNO Strategic Plan Goals
- ▶ It is important to know how the university is working toward the strategic plan.
- ▶ At least one of your outcomes should be link to an UNO Strategic Plan Goals.

Linking your outcome to the Strategic Plan

The screenshot shows the Weave software interface. At the top, there is a navigation bar with the Weave logo and menu items: DASHBOARD, PROJECTS, CREDENTIALS, and REPORTS. Below this, the breadcrumb trail reads 'Projects / Assessment / WEAVE Training / 2019-2020'. The main title is 'WEAVE Training 2019-2020'. On the right side, there is a 'STATUS' dropdown menu set to 'In Progress'. On the left side, there is a sidebar with 'Team (10)', 'Add Team Member', a search bar, 'VIEW BY: ALL', and 'ADMINISTRATORS (10)'. The main content area is divided into several sections: 'Mission Statement', 'Goals' (with 1 goal listed), 'Outcomes' (with 1.1 outcomes listed), 'Supported Initiatives (0)', 'Strategies for Improvement', 'Measures', and 'Project Attachments (0)'. Each section has a '+' icon to expand it. A green arrow points to the '+' icon next to 'Supported Initiatives'.

Adding a Supported Initiative to Outcome

Click "+" to expand **Supported initiatives**

Linking your outcome to the Strategic Plan (cont.)

Adding a Supported Initiative to Outcome

New box will appear.

Step 1) Click on **Select Supported Initiatives** box

Outcomes	+
1.1 Outcomes Type Your Unit Outcome	^ ⋮
DESCRIPTION Type Your Unit Outcome Description	
Supported Initiatives (0)	
Add Supported Initiatives to Outcomes 1.1	×
<input type="text" value="Select Supported Initiatives"/>	<input type="text" value=""/>
Strategies for Improvement	+

Linking your outcome to the Strategic Plan (cont.)

Adding a Supported Initiative to Outcome

Step 2) Select **Strategic Initiatives** From the dropdown box

The screenshot shows a web interface for managing outcomes and initiatives. At the top, there is a section titled "Outcomes" with a "+" icon. Below it, a specific outcome is listed: "1.1 Outcomes Type Your Unit Outcome" with an expand/collapse icon (^) and a menu icon (⋮). Underneath, there is a "DESCRIPTION" field containing the text "Type Your Unit Outcome Description". Below the description is a section titled "Supported Initiatives (0)". A modal window titled "Add Supported Initiatives to Outcomes 1.1" is open, featuring a search bar and a list of initiatives: "Standards", "General Education", "Institutional Priorities", and "Strategic Initiatives". The "Strategic Initiatives" option is highlighted in a darker shade. To the right of the list, there are "+" icons for each item. A green arrow points from the text "Step 2) Select Strategic Initiatives From the dropdown box" to the highlighted "Strategic Initiatives" option in the dropdown menu.

Linking your outcome to the Strategic Plan (cont.)

Adding a Supported Initiative to Outcome

Step 3) Select **IMPACT UNO** From the Strategic Initiatives dropdown box

The screenshot shows a web interface window titled "Add Supported Initiatives to Outcomes 1.1" with a close button (X) in the top right corner. Below the title is the instruction "SELECT SUPPORTED INITIATIVES". There is a dropdown menu currently showing "Strategic Initiatives" and a search input field with a magnifying glass icon. Below the dropdown, a list of "Strategic Initiatives" is displayed, including a search bar, "Select Collection", "IMPACT UNO" (which is highlighted), and "University of New Orleans Strategic Plan-...". A "Close" button is located at the bottom of the list. A green arrow points from the text "Step 3) Select IMPACT UNO From the Strategic Initiatives dropdown box" to the "IMPACT UNO" option in the list.

Linking your outcome to the Strategic Plan (cont.)

Supported Initiatives (0)

Add Supported Initiatives to Outcomes 1.1 ✕

SELECT SUPPORTED INITIATIVES

Strategic Initiatives

#	DESCRIPTION
<input checked="" type="checkbox"/>	Goal 1 Outcome 1: Ensure Academic Excellence and Student Accessibility and Success. Outcome 1: Create an inviting academic environment and positive student experience through innovative approaches to enhanced learning and teaching that prepare students for today's workplace and advanced education and training
<input type="checkbox"/>	Goal 1 Outcome 2: Ensure Academic Excellence and Student Accessibility and Success. Outcome 2: Enhance existing graduate programs and develop new high-demand, industry and community supported, crosscutting programs that address global issues
<input checked="" type="checkbox"/>	Goal 1 Outcome 3: Ensure Academic Excellence and Student Accessibility and Success. Outcome 3: Attract and retain a high-quality, diverse faculty and staff to support a diverse student body in high-demand academic areas and to foster excellence in interdisciplinary education and experiential learning

Adding a Supported Initiative to Outcome

Step 3) **Check the boxes** next to the UNO goals you wish to add and **click close**.

<input type="checkbox"/>	Goal 2 Outcome 2	Goal: Positively impact New Orleans and our world through research, scholarly, and creative endeavors Outcome: Strengthen campus research infrastructure to support research, scholarly, and creative endeavors that provide high-impact outcomes
<input type="checkbox"/>	Goal 3 Outcome 1	Goal : Maximize Engagement through Strategic Partnerships. Outcome: Develop a thorough understanding of existing external partnerships with alumni, businesses, educational institutions, and other key organizations.
<input type="checkbox"/>	Goal 3 Outcome 2	Goal: Maximize Engagement through Strategic Partnerships. Outcome: Strengthen and increase the number of external partnerships, particularly with those organizations and sectors for which we have limited existing relationships.
<input type="checkbox"/>	Goal 3 Outcome 3	Goal : Maximize Engagement through Strategic Partnerships. Outcome: Internally communicate the value of engaging in external partnership.

1

Close

Linking your outcome to the Strategic Plan (cont.)

Outcomes	+
1.1 Outcomes Enter Your Unit Outcome	^ ⋮
DESCRIPTION Enter Your Unit Outcome Description	
Supported Initiatives (2) ^	+
STRATEGIC INITIATIVES (2)	
IMPACT UNO: Goal 1: Ensure Academic Excellence and Student Accessibility and Success. Outcome 3: Attract and retain a high-quality, diverse faculty and staff to support a diverse student body in high-demand academic areas and to foster excellence in interdisciplinary education and experiential learning	⋮
IMPACT UNO: Goal 1: Ensure Academic Excellence and Student Accessibility and Success. Outcome 1: Create an inviting academic environment and positive student experience through innovative approaches to enhanced learning and teaching that prepare students for today's workplace and advanced education and training	⋮

The **Supported Initiatives** Added will display below Outcomes

Click on the arrow to expand or collapse

Strategies for Improvement

- ▶ General statement of what is to be done in the reporting cycle.
- ▶ What **ACTIONS** are you going to take over the reporting cycle to achieve your outcome?
- ▶ Example: The Office of Institutional Research will provide more training for staff and faculty to increase knowledge of assessment and ask for feedback from administrative users.

Entering Strategies for Improvement (cont.)

Outcomes	+
1.1 Outcomes Type Your Unit Outcome	^ ⋮
DESCRIPTION	
Type Your Unit Outcome Description	
Supported Initiatives (2) ▾	+
Strategies for Improvement	+

Adding Strategies for Improvement to Outcome

Click “+” to expand **Strategies for Improvement**



Entering Strategies for Improvement (cont.)

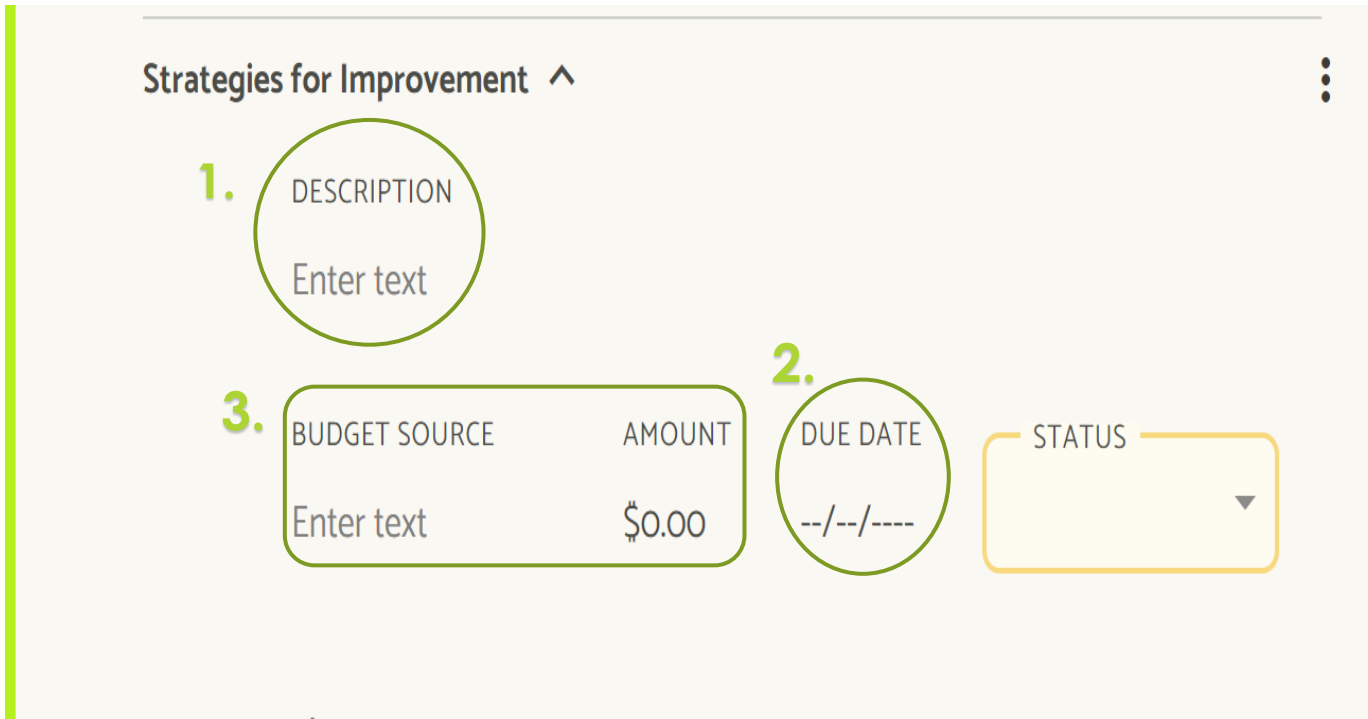
Strategies for Improvement ^

1. DESCRIPTION
Enter text

3. BUDGET SOURCE AMOUNT
Enter text \$0.00

2. DUE DATE
--/--/----

STATUS



1. Give a short description of your strategies
2. Set a due date to complete the entire improvement (best to enter the date of the end of the cycle).
3. If budget resources are needed, enter the source and amount of funds.

Entering Strategies for Improvement (cont.)

Strategies for Improvement ^

DESCRIPTION
Enter text

BUDGET SOURCE	AMOUNT	DUE DATE	STATUS
Enter text	\$0.00	--/--/----	Planned

+ ADD ACTION ITEM

Complete

In Progress

► Click on down carrot in Status box and select the appropriate status



Entering Strategies for Improvement (cont.)

Example:

Strategies for Improvement ^				⋮
DESCRIPTION				
General statement of what is to be done in the reporting cycle. Example: Create IPEDS Database and dashboard for local users.				
BUDGET SOURCE	AMOUNT	DUE DATE	STATUS	
OIER Annual Budget	\$5,000.00	8/31/2020	In Progress ▾	

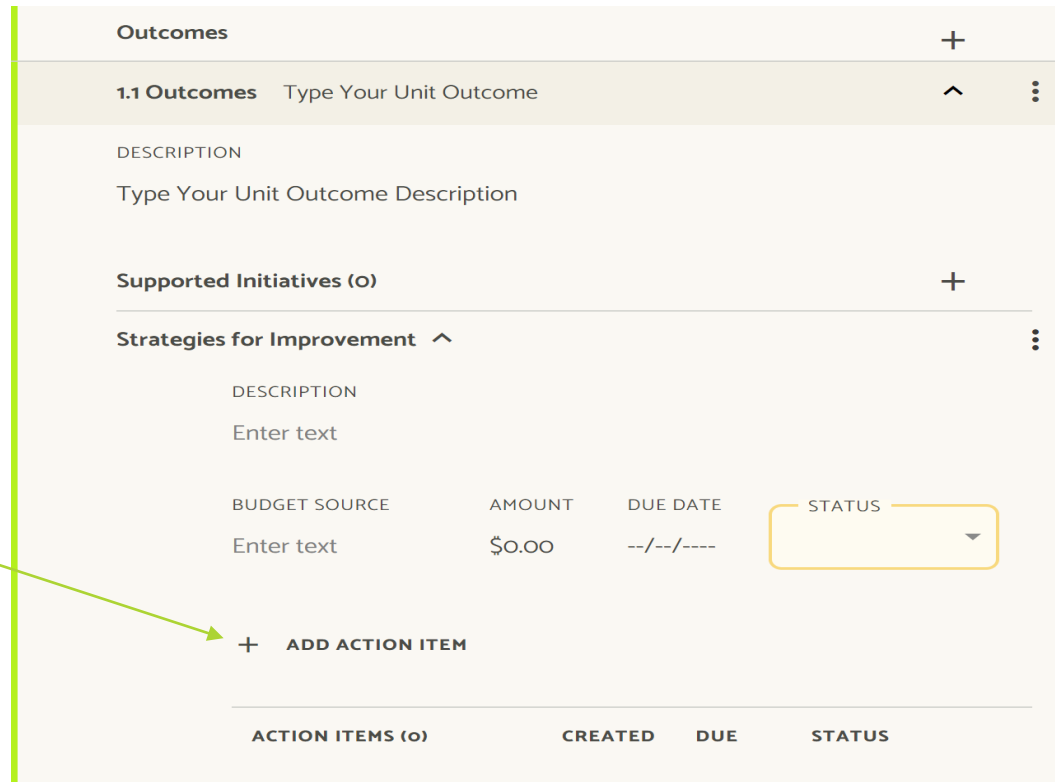
Action Items

- ▶ What tasks/projects is your unit going to perform to achieve your outcome?
- ▶ Be sure the task is being performed within the reporting cycle.

Action Items (cont.)

Adding
Action Item
to Outcome

Click “+” to
expand
Action Item



Outcomes +

1.1 Outcomes Type Your Unit Outcome ^ ⋮

DESCRIPTION
Type Your Unit Outcome Description

Supported Initiatives (0) +

Strategies for Improvement ^ ⋮

DESCRIPTION
Enter text

BUDGET SOURCE AMOUNT DUE DATE STATUS
Enter text \$0.00 --/--/----

+ ADD ACTION ITEM

ACTION ITEMS (0) **CREATED** **DUE** **STATUS**

Action Items (cont.)

1. Click on “Enter Text” under Action ITEMS and add a description of what you plan to do.

2. Set a due date for the task by selecting a date from the calendar (This can be updated any time).

3. Click on down carrot in STATUS box and select the appropriate status

Repeat the steps above for all Action items

The screenshot shows the 'ADD ACTION ITEM' form with the following fields and callouts:

- 1.** ACTION ITEMS (1) Enter text
- 2.** DUE --/--/----
- 3.** STATUS
Planned
Complete
In Progress

Additional form elements include a '+ ADD ACTION ITEM' header, a 'CREATED' field with the value '8/11/2020', and a 'Measures' label at the bottom left. A green vertical bar is on the left side of the form, and a purple vertical bar is at the bottom left corner of the slide.

Action Items (cont.)

Example:

Strategies for Improvement ^

DESCRIPTION
Survey Admin Weave users

BUDGET SOURCE	AMOUNT	DUE DATE	STATUS
OIER Annual Budget	\$0.00	3/31/2020	In Progress

+ ADD ACTION ITEM

ACTION ITEMS (3)	CREATED	DUE	STATUS
Create Survey	11/20/2019	12/19/2019	Complete
Collect Survey Data	11/20/2019	8/31/2020	Complete
Analyze Survey Data	11/20/2019	8/31/2020	In Progress

Measures

- ▶ What are you going to measure to know if your outcome was achieved?
(Surveys, Counts, etc.)
- ▶ Each outcome should be assessed using at least one assessment measurement
- ▶ You can have multiple measures per outcome
- ▶ Be sure measures are appropriate and align with Outcomes and Goals
Do the chosen measures provide data on what you need to know?

Entering Measures

WEAVE Training 2019-2020

STATUS

In Progress

Mission Statement

Goals

1 Goals Type Goal

DESCRIPTION

Type Goal Description

Outcomes

1.1 Outcomes Type Your Unit Outcome

DESCRIPTION

Type Your Unit Outcome Description

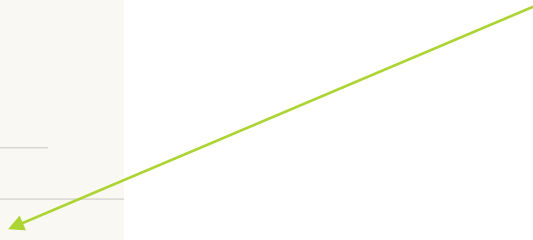
Supported Initiatives (0)

Strategies for Improvement

Measures

Adding
Measures
to
Outcome

Click “+” to
expand
Measures



Entering Measures (cont.)

The screenshot shows a software interface for entering measures. At the top, there is a header "Measures" with a plus sign (+) to its right. Below this, there is a list of measures. The first measure is "1.1.1 Measures" with the text "Enter Text" next to it. This measure is highlighted with a green border. To the right of this measure is a caret (^) and a vertical ellipsis (⋮). Below the list, there are three input fields, each with a green border and a number indicating the step:

- 1.** A shaded box around the measure title "1.1.1 Measures" and the text "Enter Text".
- 2.** A shaded box around the "DESCRIPTION" input field, which contains the text "Enter text".
- 3.** A shaded box around the "METHODOLOGY" input field, which contains the text "Enter text".

At the bottom of the interface, there is a "Target (0)" field with a plus sign (+) to its right.

1. Click on the shaded box to enter your Measure title.
2. Click on the shaded box below "DESCRIPTION" and provide a description of your Measure.
3. Click on the shaded box below "METHODOLOGY" to enter measure methodology. The methodology section should state where data is coming from, how it is collected, and when it is collected.

Repeat the steps above for all measures

Entering Measures (cont.)

Example:

Measures	+
1.1.1 Measures Number of Dashboards	^ ⋮
DESCRIPTION	
The OIER will measure the number of IPEDS Dashboards published by the end of this reporting cycle 2019-2020.	
METHODOLOGY	
Count dashboard created in Tableau with IPEDS data.	

Targets

- ▶ For each measure, an achievement target must be established; in other words, how or when will you know if you've been successful?
- ▶ Targets communicate clearly the expected level of accomplishment for the measure.
- ▶ Using your measures, what degree of that measure do you want to achieve?
 - ▶ How much of something are you going to produce?
 - ▶ How satisfied were customers with a new service?
 - ▶ You can have several targets per measure.

Entering Targets

Measures	+
1.1.1 Measures Enter your measure title	^ ⋮
DESCRIPTION Enter your measure description	
METHODOLOGY Enter your measure methodology	
<hr/>	
Target (0)	+

Adding
Target
to Measures

Click “+” to
expand
Target



Entering Targets (cont.)

The screenshot shows a form for entering a target. At the top, it says "Target (1)" with a plus sign to its right. Below this, the target ID "1.1.1.1" is shown with an upward arrow and a three-dot menu icon to its right. The form contains several sections, each with a numbered instruction:

- 1.** A box labeled "DESCRIPTION" with the text "Enter your Target Description".
- 2.** A box labeled "TARGET" with the text "Enter your actual Target".
- A section labeled "FINDING" with the text "Enter text".
- A section labeled "ANALYSIS" with the text "Enter text".

To the right of these sections is a "STATUS" dropdown menu. The dropdown is highlighted with a yellow border and shows the text "Not Set" in red, with a downward arrow to its right.

1. Click on the shaded box to provide your Target description.
2. Click on the shaded box and enter the actual Target.

Target Status, Findings & Analysis will be entered at the end of the reporting cycle.

Entering Targets (cont.)

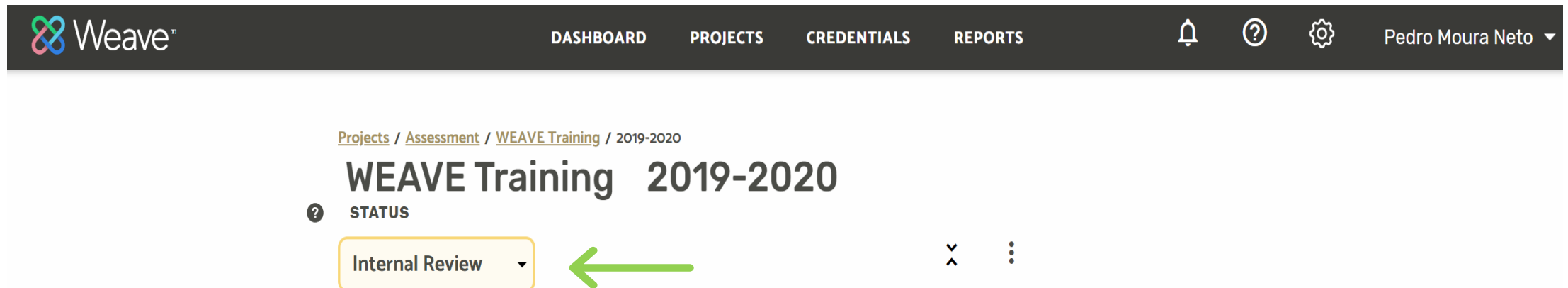
Example:

Target (1)	
1.1.1.1	+
DESCRIPTION	STATUS
The OIER will publish 10 New IPEDS Dashboards by the of this reporting cycle.	Not Set
TARGET	
10 New IPEDS Dashboards	
FINDING	
Enter text	
ANALYSIS	
Enter text	

Assessment Plan's Status

Once you have completed your assessment plan at the Beginning of the cycle, you need to change your assessment plan's status to "In Review".

Click the box shown below. Then, select "**Internal Review**".



The screenshot displays the Weave application interface. At the top, there is a dark navigation bar with the Weave logo on the left and navigation links for DASHBOARD, PROJECTS, CREDENTIALS, and REPORTS in the center. On the right side of the navigation bar, there are icons for a notification bell, a help question mark, and a settings gear, followed by the user name Pedro Moura Neto with a dropdown arrow. Below the navigation bar, the breadcrumb path is shown as [Projects](#) / [Assessment](#) / [WEAVE Training](#) / 2019-2020. The main heading is "WEAVE Training 2019-2020". Below the heading, there is a "STATUS" section with a question mark icon. A dropdown menu is open, showing "Internal Review" with a downward arrow. A green arrow points to this dropdown menu. To the right of the dropdown menu, there are two icons: a close 'x' icon and a vertical ellipsis menu icon.

End of Cycle Reporting

