

End of Cycle Summary

The **End of Cycle Summary** is a key reporting tool in Nuventive. It provides a comprehensive overview of your program's assessment work at the end of its **evaluation cycle** (every two years). This summary is reviewed by the **Peer Review Committee** and helps communicate program priorities, resource needs, and future plans to chairs, deans, and other administrators.

Video Tutorial

Watch: End of Cycle Summary

This short video explains when and how to complete the End of Cycle Summary.

Steps to Complete the End of Cycle Summary

1. **Navigate to the End of Cycle Summary**
 - In the **left-hand menu**, go to **Assessment** → **End of Cycle Summary**.
 2. **Create or Edit a Summary**
 - If you have not completed one before, click the **green and white plus button** to create a new response.
 3. **Complete the Required Sections**
 - **Executive Summary**
 - **Activities and Priorities Impact**
 - **Summary of Action Plans and Needs**
 - **Anticipated Cost of Needs**
 - **Completion Status**
 4. **Use Supporting Resources**
 - Refer to your **Program Assessment Review Rubric** and **assessment reports** to provide a comprehensive summary.
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Purpose

The End of Cycle Summary should provide a clear picture of:

- Program priorities

- Identified needs
- Plans for moving forward

“ **Tip:** This summary should be something you could share with a **chair, dean, or administrator** to communicate program priorities and resource needs.

Need Help?

Contact the **Office of Accreditation and Assessment:**

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