# The What

What is your program about? Write a short, clear description of what you evaluated. Write the description for someone who has never heard about your program. Think about how you would describe your program to community members or students. Be clear and concise! No more than 150 words.

Add more information about program or services offered

A one-page handout is a convenient way to disseminate information to a wide audience. One-page documents can be used as a complement to a full evaluation report.

Some ways to disseminate a one-pager

* Part of a FLEX day presentation
* Attach to an email to all faculty, staff, etc.
* Handout for an information booth at a college or community event

**Call-Out Points**

## We have all been guilty of not reading every word on a page. What are the important take-away bits of information?

* The handout should build awareness or support
* This handout is designed to be filled in
* Replace the words in this handout to fit your purposes
* You can use bullet points or replace this section with simple graphics/charts

**How It Works**

* *You type, and the words will automatically resize*
* *Give it a try!!*

 Why Does It Matter?

1. **What did the evaluation find?**

What were your outcomes, and why are they important?

1. **Did you make a difference?**

Did you accomplish your goal or identify a need that needs to be addressed? Remember, finding a negative result is not always a bad thing and should still be learned from and reported out.

1. **What are you going to do differently in the future?**

Are there changes or improvements you are planning on making? What are they, and how will it help the target audience (students/faculty)?

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Add a picture, graphic or chart above and a short description here

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HANDOUT EXAMPLE: LEARN

 ABOUT STUDENT EQUTY

What is Student Equity?

The Office of Student Equity identifies and then works to address disparities between groups of students to offer all populations of students an equitable opportunity for success.

### How were the equity populations selected?

Based on data analyzed for the Equity Report, students with an achievement gap of 3% or more in two of the five metrics (access, course completion, ESL and basic skills completion, degrees and certificates, transfers) were selected.

### What is an achievement gap?

The college average is compared to all of the student groups on campus identified by the Chancellors’ Office (American Indian/Alaskan Native, Asian, African American, Latino, White, two or more races, other race students, foster youth, students with disabilities, low-income students, LGBTQ+, homeless students, and veterans).

**Student Equity Populations**

* American Indian/Alaska Native students
* African American students
* Latino students
* Pacific Islander students
* Filipino students
* Current or former foster youth
* Students with disabilities
* Veterans
* LGBTQ+ students
* Homeless students

Any student who falls into any one of the above categories is a part of the equity population.

 Where Are We Going?

**Funding efforts are focused on the following areas:**

* Direct support services—transportation, food vouchers, book loan programs, and laptop loan
* Professional development—community of practices and conferences
* Tutoring/mentoring—student lab aids and professional tutors across disciplines
* Transfer—HBCUs and other university tours
* Basic skills—pathway coordination and accelerated math, ESL, and English
* Outreach support—Guardian Scholars, VIDA, VASA, Digital Literacy Project (DLP)