

Help Get Great Closing the Loop Reports!

What makes a great "Analysis of Progress" in the closing the loop section of your unit-level PIE?

What would make writing your manager-level PIE reports easier?

Have you developed any closing the loop pro-tips over the years?

Your input will help us plan training for PIE writers/facilitators on closing the loop.

Please take a few minutes to share your experience and expertise, and any topics you would like covered in the training.

All questions are optional.

What's your name?

Closing the Loop: Content and Concepts

What makes a good closing the loop report?

Think about past unit-level PIE examples that had exceptionally good closing the loop "Analysis of Progress" reports. What characteristics do they share?

- ☐ Concise and clear.
- ☐ Analysis addresses the description of "What would success look like and how would you measure it."

- ☐ Analysis refers to key data or other explanatory resources, with attached reports or other supporting documents.
- ☐ Analysis describes how the implementation of the resource or activity has impacted student success.
- ☐ Other? (See next question.)

What other characteristics do good "analysis of progress" reports have?

What should you avoid when writing the closing the loop report?

Think about past unit-level PIE examples that have had problems with their closing the loop "Analysis of Progress" reports. What are some things to avoid

Closing the Loop: Nuventive and Mechanics

Are there any tricky areas in the Nuventive closing the loop section that you would like included in the training?

General Good Questions

How can unit-level PIE writers make your job easier? Your Top 3!

What are the top 1-3 things unit-level PIE writers can do when closing the loop to make writing your manager-level PIE easier/better?

Pro Tips

Please share any other PIE/Nuventive pro-tips we can share with people who attend our training. We might use your tips to make a handy checklist or infographic. Thank you!

Is there anything else you would like to share?

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How to Write Great Closing the Loop Reports?

So, you're tasked to write (or facilitate writing) your department's/unit's PIE.

If you're an experienced PIE writer/facilitator, share what you know!

If you're new to PIE, share what you need!

Your input will help us provide training on the closing the loop section of Nuventive/PIE.

This survey has three main areas: 1) concepts/content, 2) mechanics of using Nuventive, and 3) general questions.

All questions are optional. Thank you!

What's your name?

How many times have you wrote or facilitated the PIE reporting process for your department/unit?

Closing the Loop: Content and Concepts

What makes a good closing the loop report?

In the closing the loop section of Nuventive, you need to write "Analysis of Progress" reports for each request/activity. How would you describe a good analysis of progress report?

- ☐ Concise and clear.
- ☐ Analysis addresses the description of "What would success look like and how would you measure it" that was originally submitted with the request/activity.
- ☐ Analysis refers to key data or other explanatory resources, with attached reports or other supporting documents.
- ☐ Analysis describes how the implementation of the resource or activity has impacted student success.
- ☐ Other? (See next question)

What other characteristics would a good "analysis of progress" report have?

Closing the Loop: Nuventive and Mechanics

If you already have experience using Nuventive for PIE reporting, are there any tricky areas in the closing the loop section that should be included in the training?

Any concerns or topics to include in training?

Whether you're new to Nuventive for PIE reporting or have some experience, what questions or concerns do you have about using the system (if any)?

General Good Questions

Training Needs

What type of training or learning resources would best help you learn how to navigate and use the Nuventive system? (e.g., group training, checklists, etc.)

Writer/PIE Facilitator Tips?

If you ask others on your team to write the “Analysis of Progress” for requests/activities that they led, how do you facilitate that process? For example, do you provide templates or other tools?

Pro Tips

Please share any PIE/Nuventive pro-tips we can share with people who attend our training. We might use your tips to make a handy checklist or infographic. Thank you!

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