

Core Assessment Workflow for Core Coordinators

Using Watermark Student Learning & Licensure with Brightspace Integration

Core assessment at UTRGV is conducted through **Watermark Student Learning & Licensure (SL&L)**, integrated with **Brightspace**. This article outlines the full process coordinators should follow—from preparing assignments to evaluator scoring—so that assessments run smoothly each semester.

Overview of the Core Assessment Process

Core assessment involves four major steps:

1. **Creating the Assessment Project in Watermark SL&L**
2. **Setting Up Activities (Assignments) in Watermark SL&L and Brightspace**
3. **Collecting Student Submissions**
4. **Opening the Project for Evaluation and Assigning Evaluators**

Each step requires specific information from core coordinators to ensure accurate setup and timely evaluation.

Step 1: Creating the Assessment Project in Watermark

Watermark requires an **Assessment Project** for each core objective being evaluated. The project includes one or more **activities**, which represent the assignments that will be collected from students.

What we need from coordinators

- **Assignment title** — the exact name that should appear in Brightspace
- **Assignment description** — the instructions students will see
- **Course sections involved** — all sections participating in the assessment cycle

This information is used to create activities/assignments in Watermark SL&L and to integrate them into Brightspace to collect the artifacts.

Step 2: Creating Activities in Brightspace

Once the project is created in Watermark SL&L, COLTT creates the **linked assignments** in Brightspace. These assignments must match the Watermark activities exactly so that student submissions flow correctly into SL&L.

Why this matters

- Watermark automatically pulls submissions from the assignment links that were integrated into Brightspace courses.

Step 3: Collecting Student Submissions

After assignments are created, instructors teach and collect student work as usual. Watermark automatically imports submissions from Brightspace once students upload their files.

Coordinator responsibilities

- Ensure instructors know **which assignment** is tied to the core assessment.
- Confirm that instructors **do not rename or modify** the assignment structure.
- Monitor that submissions are being collected during the assessment window.

Step 4: Opening the Project for Evaluation

Once the submission window closes, COLTT opens the project for evaluator scoring in Watermark SL&L.

What we need from coordinators

- **List of evaluators** — including names and UTRGV emails.
- **Evaluator roles** — e.g., faculty, alternate graders, etc.

Evaluators will only see the artifacts assigned to them. They will not receive automatic notifications; they must log in to Watermark SL&L to begin scoring the assignments.

Note: In assessment projects where more than one SLO is being evaluated, evaluators might be assigned to evaluate assignments using multiple rubrics or might be assigned to evaluate using a particular rubric. This is based on the core coordinator's preference.

Summary of Coordinator Responsibilities

- Provide **assignment titles and descriptions**
- Provide **course sections** participating in assessment
- Provide **evaluator list and roles**
- Communicate with instructors about assignment expectations
- Ensure instructors do not modify the assessment assignment in Brightspace
- Conduct calibration of assessment
- Monitor evaluators' progress
- Collect results to generate the final core assessment report

Need Help?

If you need assistance preparing your project or have questions about Watermark or Brightspace integration, please reach out to our Student Success office or the COLTT Help Desk. We're here to support you throughout the assessment cycle.