



# Graduate Budget Workshop (Money Management)

Public

**Name of Assessment** Graduate Budget Workshop (Money Management)

**Project:**

**Name(s) of Person(s)  
Responsible for  
Assessment Project:**

Role
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**Providing** Financial Aid

**Department:**

**Other** Student Wellness

**Units/Departments**

**Involved in**

**Assessment Project:**

## Program, Service, or Event Related to Assessment Project

This assessment project was linked to the Lunch-Time Series of workshops offered on Wednesdays each week located at "The Zone" provided by Student Wellness. The lunch-time series provides information on campus that support the mental, physical, social, and financial aspects of the Graduate and Professional experience. This workshop was geared toward Graduate and Professional students.

## Assessment Project Description

The main purpose of the assessment project was to assess student learning outcomes before the presentation and after the presentation. Learning outcomes were assessed by comparing students' pre-test responses to their post-test responses. The post-test also included questions that gauged student satisfaction, and provided the opportunity for students to give suggestions. The results of this project were used to improve the workshop and graduate students' understanding of money management by sharing the information with the students who run The Zone.

## Unit/Program Specific Goals and Learning Outcomes

As a result of attending the Graduate Budget Workshop (Money Management), students learned:

- Knowledge of the components needed to create a spending plan.
- Understanding of the difference between a variable and a fixed expense.
- To effectively manage their needs vs. their wants.
- To create a spending plan and apply the knowledge learned to manage their money by making wise choices.
- To use the money saving tips discussed to save money on their everyday purchases.
- To assimilate all of the information taught in the workshop to live within a budget through the

use of a spending plan.

**Relationship to Student Affairs** Think Critically and Solve Problems, Advance a Plan for Personal, Academic, and Professional Success, Engage in a Healthy Lifestyle

**Learning Outcomes:**

**Assessment Project Start:** 11/7/2012

**Assessment Project End:** 11/7/2012

**Population/Sample**

Workshop was open to all Graduate and Professional students who wanted to attend the lunch-time series Graduate Budget Workshop (Money Management).

6 graduate and/or professional students attended the work-shop.

**Type of Assessment:** Student learning outcomes and/or behavioral outcomes, Satisfaction study

**Other Assessment**

**Type(s):**

**Assessment Methods:** Surveys

**Other Assessment** Pre-test review using a prepared written assessment tool distributed

**Method(s):** at start of workshop.

**Data Collection Tools**

The written pre-test used the same questions as the post-test. The pre-test was handed out and collected prior to the start of the workshop.

The presenter administered the pre-test and CampusLabs was used to collect post-test data using an email survey.

CampusLabs sent an email survey to all 6 graduate and/or professional students who attended the workshop.

**Data Analysis Methods**

The pre-test responses from the 6 graduate and/or professional students were compared to their post-test survey responses. This is the "Checking Your Knowledge" part of the survey analysis. Based on a comparison of both set of responses, the expected learning outcomes were met.

**Presentation of Findings**

The results of this assessment were shared with FAO Management and Student Wellness to improve future workshops. The results were not shared with the FAO staff.

**Progress:**  100%

**Link Assessment Project in Campus Labs Baseline**

Source Name	Project Name
All project data	FAO Graduate Budget Workshop (post-test)

### Summary of Findings

Out of 6 graduate and/or professional students who attended the workshop, 1 student participated in the email survey. That student reported that the workshop was very helpful. The student wrote he/she learned to create a spending plan, understand the difference between variable and fixed expenses, manage their needs vs wants, manage their money by making wise spending choices, save money on everyday expenses, and to live within their budget with a spending plan. Even though 1 student participated in the email survey, his/her responses indicated to us that the workshop learning outcomes were indeed met.

Please see attached survey response above for complete survey results.

### Impact of Assessment

The overall survey findings showed the workshop was valuable and needed. No additional workshops have been offered but the intent is to conduct future workshops through Student Wellness.

The 6 graduate students who took the written pre-test indicated they were minimally informed about money management strategies. The 1 graduate student who responded to the email survey (post-test) indicated the information was extremely helpful.

This survey showed our office that informing graduate students the aspects of financial aid and smart borrowing is our foundation; graduate students are equally as needy of smart money management strategies.

### Lessons Learned

The length of the workshop fit perfectly into a student's lunch hour. The five questions in the written pre-test were adequate to assess the students knowledge of a small area of money management.

Due to the lack of preparation to start the assessment, we were unable to use the ITOUCH devices as planned; therefore, planning is key for any future surveys. Also, due to the number of graduate and/or professional students who attended the workshop (6 students), using the ITOUCH to capture their pre-test and post-test results would have been a more appropriate data collection method and would have yielded a better response rate.

A paper pre-test was not adequate. The results of the student's knowledge are in writing on paper and unless each pre-test was scanned into the computer, the students' pre-test results cannot be included in this assessment. Being able to come back to the assessment to review the student's pre-test responses could have been helpful in redesigning the survey; rewording the questions, expanding the survey questions, or identifying an area that required more in depth teaching. Not having the option to view the pre-test results makes this assessment incomplete.

Offering this workshop once a quarter would be ideal.

An email survey was not the best method to use to gather the post-test results.

It was helpful having another person from our office at the workshop. This person helped get students signed in and passed out the written pre-test. This allowed the presenter to start on time, which is important is you are doing a workshop during a lunch time period.

Engaging the students in money management tips, coupons, and other such topics before, during, and after the presentation was rewarding and made what could have been viewed as a boring subject more interesting. It was an opportunity for everyone to share their best kept secrets about couponing or finding discounts or even their own money management nightmares or success stories. The students seemed to really enjoy this interaction.

### Supplemental Information

The workshop should be offered several times a year. Offering it once each quarter would be ideal. It could be expanded into a series of different topics about money management based on the workshop participants feedback and interest.

 Fall 2012 Graduate Budget Workshop\_pretest

Last modified 8/9/2013 at 2:56 PM by [Renee Moore](#)

Created 12/5/2012 at 6:22 PM by [Renee Moore](#)