

GREENVILLE
COLLEGE

Planning, Designing and
Communicating the Self-Study:
Wrestling with Chaos

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Today's Presentation

Building the self-study design

The Self-Study Team

Telling your story

Presenting the story

Sharing results of the self-study

When chaos strikes

Building the Self-Study Design

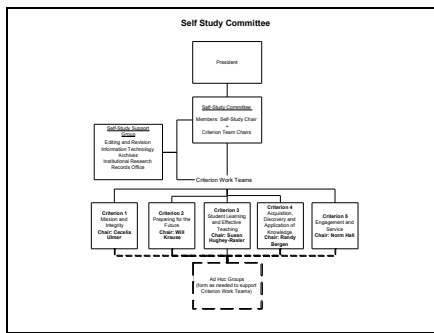
- Create the Self-Study Plan
- Network with other Self-Study Coordinators.
- Study self-studies from other colleges and universities.
- Stay current with information design and project management innovations.

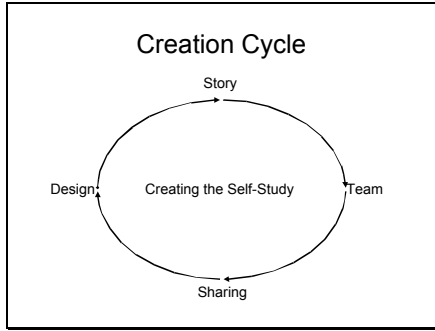
The Self-Study Team

- The Self-Study Committee.
 - Plan for change and gnashing of teeth while writing.
- The final editing team.
 - Plan for chaos and workout how changes will be approved.
 - Who makes the final approvals?

Telling your college's story

- What is your college about?
 - Discover the story and tell it through the criteria and core components.
- Being self-critical: The challenge of presenting good and bad evidence.





Key Concepts

- The report must describe, evaluate and look to the future.
- The visit team's job is to validate the self - study.
- The college does not want the team to discover information the college does not know.

Telling your college's story

- What is your college about?
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- Being self-critical: The challenge of presenting good and bad evidence.

Presenting the story

- The mechanics of writing.
 - Centralized vs. decentralized control of writing.
 - Tracking the drafts.

Sharing results of the self -study

- Explain both the HLC Criteria and the findings
- Use multiple venues – web, email, brochures, speaking to various groups

Chaos

- Expect the unexpected – sickness, computer problems, poor writing, etc.
- Have a back-up plan and key people on stand-by.
- Have a clear editing process and keep everybody in the loop...even if their work is edited.



Web Links

Greenville College HLC Web Site: <http://www.greenville.edu/backup/planning/hlc/index.shtml>

Project Management:

Xplane: <http://www.xplane.com/bblog/category/project-management/>

Mindjet software: <http://www.mindjet.com/us/>

Adobe Acrobat: <http://www.adobe.com/products/acrobat/>

Tufte Project Management blog: Select "ask ET" (http://www.edwardtufte.com/bboard/q-and-a?topic_id=1) then [Project Management Graphics \(or Gantt Charts\)](#) David Person

Information / Presentation Design:

Professor Edward Tufte: <http://www.edwardtufte.com/tufte/index>

Presentation Zen Blog: <http://www.presentationzen.com/presentationzen/>

Xplane: <http://www.xplane.com/bblog/category/presentations/>

Saul Wurman: <http://www.wurman.com/>

TED conference: <http://www.ted.com/>