

ABET Preparation Handout #9

ABET Display Materials

This handout provides information on ABET Display Materials for the OCT 26-28, 2014 ABET visit.

Introduction

Handout # 2 - Data Collection Guide - identifies the “Supporting Information” that must be collected for the 2014 ABET on-site review. This handout amplifies the information needed to prepare the Display Materials for the ABET on-site review.

ABET Display Materials

The following course materials must be displayed for each technical course (including math/science) listed in Table 5.1 of the Self Study:

- For all SEAS courses - three examples of student work (handouts, homework, exams, reports and any other artifacts associated with the course, ranging from excellent through poor) from each course
- For all technical courses - the course textbook listed in the syllabus

It is also suggested¹ that each program “display materials to demonstrate your processes and procedures related to continuous improvement, for establishment and review of the program’s educational objectives, and meeting the requirement for a major design experience.” ABET notes that it is the institution’s choice as to what specific materials are presented to the team members.

Why are course materials needed for the accreditation visit?

The ABET team will use the visit to examine areas of interest that surfaced from their read of the Self Study and to verify components within each program. The course materials aid in the on-site review and serve to:

- Demonstrate topic coverage as well as the breadth and depth of material in each course
- Illustrate the type and level of work required in each course
- Provide examples that demonstrate achievement of student outcomes (ABET Criteria 2 – Student Outcomes)
- Support classification as math/science, engineering topics in the Self Study curriculum table (ABET Criteria 5 – Curriculum)
- Indicate grading standards

Display Materials Guidelines:

- Each Department is responsible for collecting/cataloging the Display Materials
- Materials must be well-organized and clearly labeled
- Display examples from an ABET training guide are presented on the following page

¹ Reference: ABET Team Chair William Hammetter’s July 30, 2014 letter to Dean Kyle Vanderlick.

Examples of Display Materials



Can also display scanned materials electronically if accessible to PEV.

