

# Planning and Self-Study

## Annual Report Account Setup and Access

Planning and Self-Study (PSS) is an external, cloud-based software system. Any faculty or staff can login to PSS with their Buffalo State credentials.



Only those with responsibility for submitting and/or reviewing assessment results and annual reports will have access to a workspace in PSS.

The image is a screenshot of the 'My Leadership' dashboard in the PSS system. It features a 'Your Unit/Dept' section with a 'Demo Program' entry circled in red. Below this is a 'PROJECTS IN PROGRESS' section showing a 'Demo Academic Assessment Plan 2020-2021' with a red arrow pointing to a red box containing the text 'Your Projects: Assessment Plans, Assessment Reports, Annual Reports'. To the right is a 'Unit Info Page' section with a red arrow pointing to an 'ENTER PROGRAM' button. Further right is a 'PROFILE PROGRESS' section with a table of metrics.

PROFILE PROGRESS	
Mission:	<a href="#">View Mission</a>
Outcomes:	3
Outcomes Mapped:	3/3
Curriculum Map:	<a href="#">Create Map</a>

For help with Planning and Self-Study (PSS):

Tiffany Fuzak  
[fuzaktd@buffalostate.edu](mailto:fuzaktd@buffalostate.edu)  
Office: 716-878-4132  
Cleveland Hall 211A  
Cell: 716-725-4090