Planning and Self-Study

Reviewing Annual Reports

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.

BUFFALO STATE The State University of New York		Log In
		Type your username and password kcashd@oufliotate.edu
TOOLBOX Banner >	BUFFALO STATE The State University of New York	Sign in Acure Multi-Factor Authentication W you have a current feature for account and you are unable for full point private control. The If Help
Bengal Success Portal > Brightspace >		Deck at Intropoleck/Bouffactank.edu or 7/6-078-0337. For security reasons plass Log OXD and Close you? We between remove how how for hold at accessing sentors that require authentication.
Degree Works > Faculty/Staff E-m Watermark >		
YuJa Video >		Buttalo State 1100 Etenwood Ave Buttalo, NY 14222 Voice (716) 878- 4600

1. From the Home screen, scroll down to "Service & Committee Involvement" and select "2021-22 Annual Report"

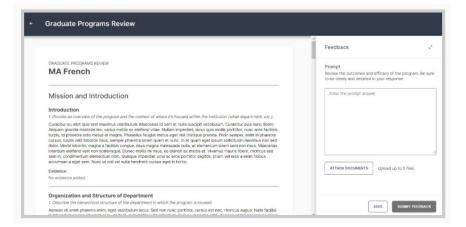
rvice & Committee Involvement	
ccess your service tasks such as self-study and program mmitments.	n review
ctive	
Graduate Programs Review	Review 2020-21
2/2 reports ready for review	1/1 report ready for review
Program Review 2020-2026	
1/2 report ready for review 1/2 report review submitted	

If you have more than one report submitted to you, you will see a list the list of programs that submitted. If there is only 1 program review report that needs feedback, you will land directly on the feedback page.

PROGRAM	LEADS	STATUS	
MA French	Andrea Costa, james james	COMPLETE	VIEW REPORT
MA Spanish / Español	Admin Casey, Jon Snow, Kritika Gupta	COMPLETE	VIEW REPORT

2. Clicking on the "View Report" button for any program will bring you to the feedback page. In the left panel, the HTML report of the program review is displayed which shows the data entered by the contributors for various categories and sections along with evidence (if any) uploaded by the contributors.

In the right panel, the reviewers have a text box where they can add their feedback



Once you have entered feedback, you can either save a draft in order to revisit it again and complete the feedback. Or you can submit the feedback. Once the feedback has been submitted, you will not be able to revisit it.



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