



March 30 - April 2, 2025

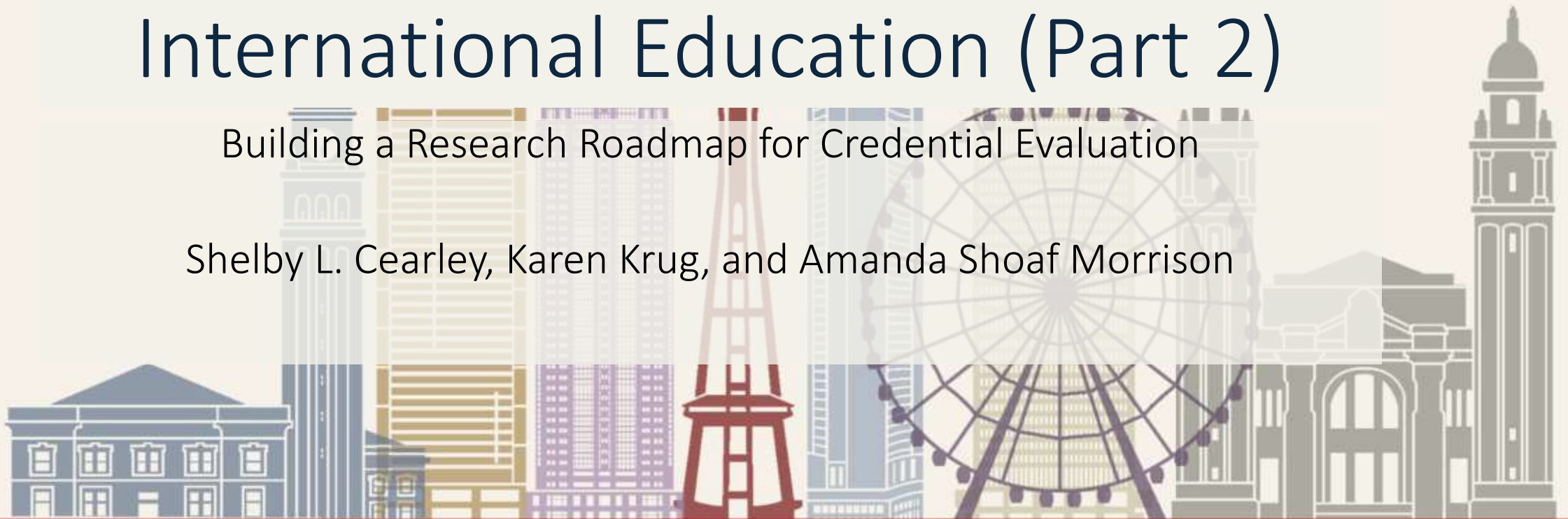
11th ANNUAL MEETING

Introduction to Research in International Education (Part 2)

Building a Research Roadmap for Credential Evaluation

Shelby L. Cearley, Karen Krug, and Amanda Shoaf Morrison

#AACRAO2025



Washington Convention Center | Seattle, WA

Review of Presentation Objectives

Identify primary, secondary, and tertiary sources

A dark grey downward-pointing arrow connects the first step to the second.

Use age-appropriate resources

A purple downward-pointing arrow connects the second step to the third.

Properly document research results.

Part One Review

The role of research in credential evaluation



Using reliable, age-appropriate resources



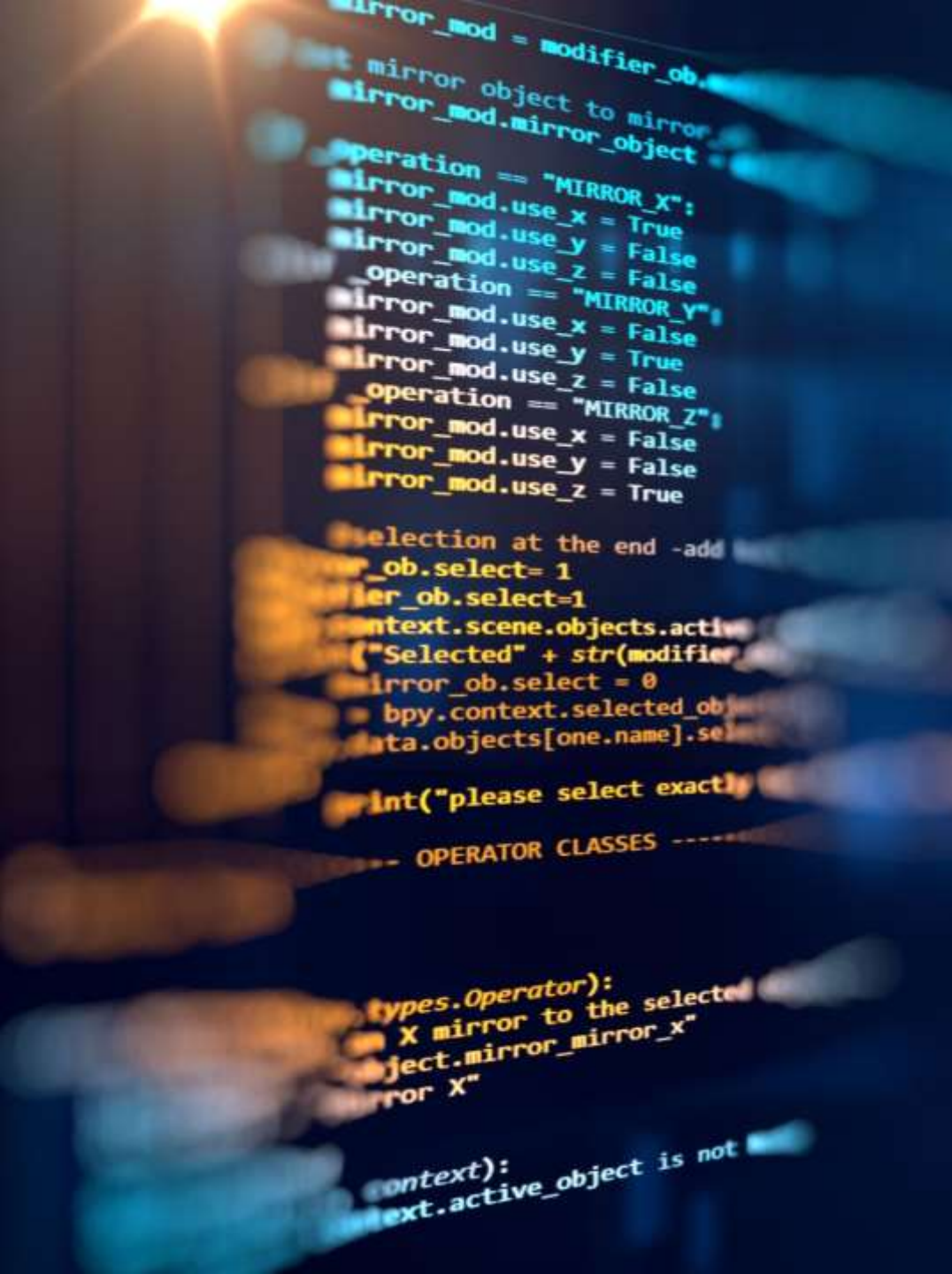
Advanced internet searching

WHAT WAS YOUR BIGGEST
TAKEAWAY FROM PART ONE OF
OUR SESSION?

REMEMBER !

Artificial Intelligence (AI) in Credential Research





Ways AI can Help

- Summarizing and finding information
 - Linking to official sources
- Translating foreign languages and non-Latin scripts
- Identifying patterns in fraudulent credentials
- Improving efficiency



LLMs and RAG

Large Language Models (LLM)

- Machine learning model which is the basis of modern chat-based AIs
 - OpenAI ChatGPT
 - Anthropic Claude 3.7
 - Google DeepMind Gemini 2.0
 - Meta Llama 3.3
 - Mistral AI
 - Microsoft Copilot
 - DeepSeek R1

Retrieval-Augmented Generation (RAG)

- Technique which enhances AI outcomes by connecting LLM-powered AIs to specific information sources




Google NotebookLM

- “NotebookLM is a Google AI-powered research and note-taking tool that uses your uploaded documents to create a personalized AI expert, allowing you to ask questions, generate ideas, and collaborate on your research.”



Google's Notebook LM (1)



 Ghana Accreditation

Share

Settings

M

Sources

+ Add source

Add source

Select all sources

2009 combined.pdf

2013 combined.pdf

2014 combined.pdf

2015 combined.pdf

2016 combined.pdf


2017 combined.pdf

2018 combined.pdf

2019 combined.pdf

Chat

Refresh



Ghana Accreditation

24 sources

These documents from **2015, 2017, and 2018** provide listings of **accredited tertiary institutions and their programs** in Ghana during those periods, including **start and expiry dates of accreditation**. The **2011 document** offers a general overview of the **Ghanaian higher education system**, detailing **public and private universities, polytechnics, and teacher training colleges**, along with their affiliations and some enrollment figures. Finally, the **2007 document** specifically lists **accredited university colleges** and their programs with their respective **accreditation periods and certifying universities**.

Save to note

Add note

Audio Overview

Briefing doc

Start typing...

24 sources

List institutions accredited in Accra in 2011.

Compare expiry dates for Kwadaso College accreditations.

Which universities awarded a

>

NotebookLM can be inaccurate; please double check its responses.

<https://notebooklm.google/>

Google's Notebook LM (2)

Chat

Refresh

Was the Bachelor of Business Administration at Garden City University College accredited in 2014?

Yes, the Bachelor of Business Administration at Garden City University College was accredited in 2014.

According to the sources:

- **Garden City University College** had institutional accreditation with a current accreditation period starting from **1st January, 2014** and expiring on **31st December, 2018** ¹.
- Specifically, the **BACHELOR OF BUSINESS ADMINISTRATION (BANKING & FINANCE)** and **BACHELOR OF BUSINESS ADMINISTRATION (ACCOUNTING)** at Garden City University College were accredited from **SEPT 1 2014 to AUG 31 2019** ². These programs were affiliated with Kwame Nkrumah University of Science and Technology (KNUST) ².
- The **BACHELOR OF BUSINESS ADMINISTRATION (MANAGEMENT)** at Garden City University College was accredited from **SEPT 1 2014 to AUG 31 2019** ³.

Save to note

Start typing...

List institutions accredited in Accra in 2011. Compare expiry dates for Kwadaso College ac 2015 combined.pdf

BSc BUSINESS ADMINISTRATION WITH OPTIONS IN MARKETING, ACCOUNTING, HUMAN RESOURCE MANAGEMENT, BANKING AND FINANCE JAN 1 2014 DEC 31 2016 INSTITUTIONAL AFFILIATION KWAME NKURUMAH UNIVERSITY OF SCIENCE AND TECHNOLOGY (KNUST) GARDEN CITY UNIVERSITY COLLEGE, KENYASI-KUMASI, ASHANTI REGION, P.O.BOX KS 12775 KUMASI ACCREDITED PROGRAMMES START DATE END DATE BACHELOR OF BUSINESS ADMINISTRATION (BANKING & FINANCE) SEPT 1 2014 AUG 31 2019 BACHELOR OF BUSINESS ADMINISTRATION (ACCOUNTING) SEPT 1 2014 AUG 31 2019

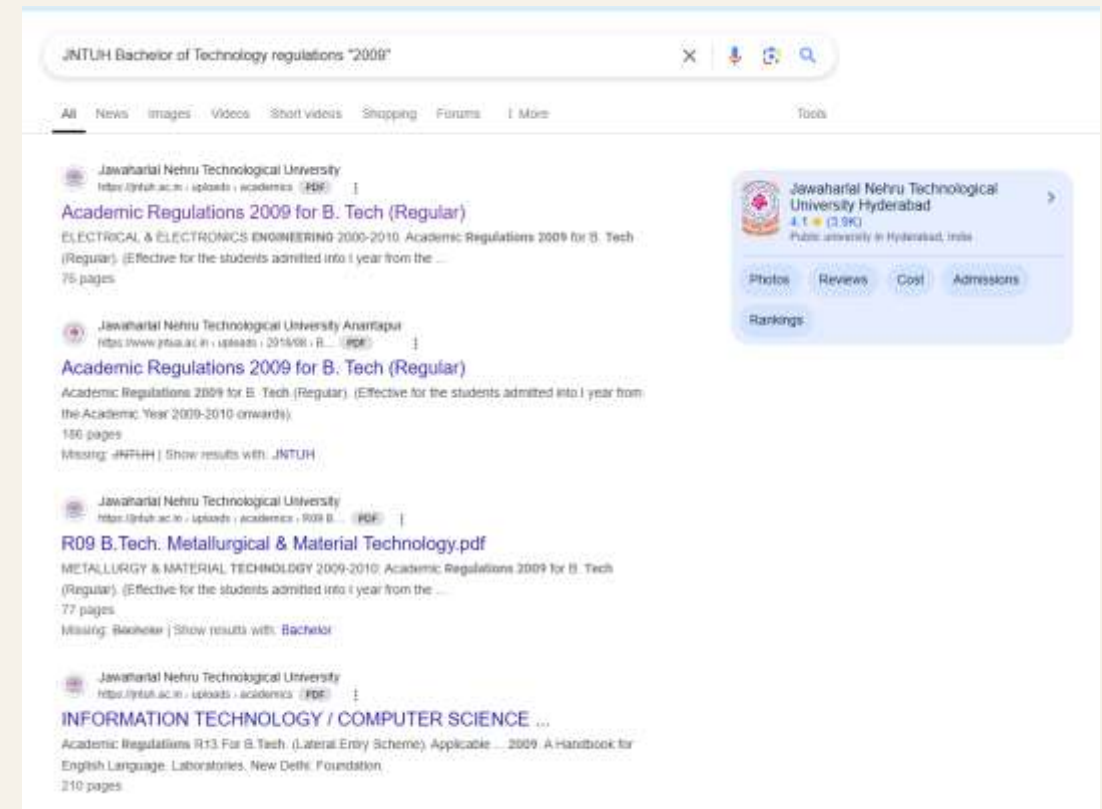


AI Limitations

- Data bias
- Incomplete databases
- Wrong information from bad sources
- Hallucination
- Quality of source documents
- Query structure
- Institutional policy limitations
- Privacy and data security issues



Remember our search for JNTUH Btech Regulations...?



AI Wrap-Up



AI IS A TOOL WITH GREAT
POTENTIAL



STILL NEEDS HUMAN
OVERSIGHT AND EXPERTISE



Research Application: Grading Scales





Types of grading scales

Percent

Other
numeric

Letters

Word
descriptors

Rank

Degree
classification

Do not assume that a grading scale that resembles a US scale operates the same way as a US scale!

Same as U.S. scale?



Loại	Thang điểm 10	Thang điểm 4	Thang điểm chữ
Đạt	9,0 ÷ 10	3,6 ÷ 4,0	A
	8,5 ÷ 8,9	3,4 ÷ 3,5	A ⁻
	8,0 ÷ 8,4	3,2 ÷ 3,3	B ⁺
	7,0 ÷ 7,9	2,8 ÷ 3,1	B
	6,5 ÷ 6,9	2,6 ÷ 2,7	B ⁻
	6,0 ÷ 6,4	2,4 ÷ 2,5	C ⁺
	5,5 ÷ 5,9	2,2 ÷ 2,3	C
	5,0 ÷ 5,4	2,0 ÷ 2,1	C ⁻
Không đạt	4,5 ÷ 4,9	1,8 ÷ 1,9	D ⁺
	4,0 ÷ 4,4	1,6 ÷ 1,7	D
	3,0 ÷ 3,9	0,2 ÷ 1,5	D ⁻
	0,0 ÷ 2,9	0,0 ÷ 0,1	F

= Not Passed



Key questions about grading scales



What is the highest score?



What is the lowest passing score?

Is there a difference between lowest passing individual score and lowest passing cumulative average?



How many passing grades/ranges are there?



How are the grades described?



What is the general distribution of these grades in the country? (if possible)



When/where was this scale used?

Example of answers to grading scale questions



浙江工商大学学分绩点计算办法 Grading System of Zhejiang Gongshang University

1、按成绩折算绩点

成绩	绩点	成绩	绩点
90 分-100 分	4.0-5.0	优秀 95	4.5
80 分-89 分	3.0-3.9	良好 85	3.5
70 分-79 分	2.0-2.9	中等 75	2.5
60 分-69 分	1.0-1.9	及格 65	1.5
不足 60 分	0.0	不及格	0.0

2、计算公式

课程学分绩点 = 课程绩点 × 课程学分

平均学分绩点 = 课程学分绩点总和 ÷ 课程学分总和

1、Grade Standard&Converted Points

Score	Point	Score	Point
90-100	4.0-5.0	Excellent 95	4.5
80-89	3.0-3.9	Good 85	3.5
70-79	2.0-2.9	Medium 75	2.5
60-69	1.0-1.9	Pass 65	1.5
Below 60	0.0	Fail	0.0

2、Calculating Formula

Course Credit GPA = Course GPA × Course Credit

Average Credit GPA = Total Course Credit GPA / Total Course Credit

Check the dates!

UNIVERSITY OF PANGASINAN
(Formerly Dagupan College)
DAGUPAN CITY, PANGASINAN

OFFICIAL TRANSCRIPT OF RECORD

Name: [REDACTED] Address: [REDACTED]
College of: NURSING (A-YEAR COURSE IN NURSING) Date Admitted: 1st SEM 2006 - 2007
Entrance Date: FORM 117-B, [REDACTED] HIGH SCHOOL: NCEE

Term	COURSE NO AND DESCRIPTIVE TITLE	GRADES		Credits
		Final	Re-Exam	
1st Semester 2007 - 2008	FILE 1	92		3.0
2nd Semester 2007 - 2008	RELATED LEARNING EXPERIENCE	88		2.0
	HEALTH CARE II	89		2.0
	SCIENCE TECHNOLOGY AND SOCIETY	82		2.0
	HEALTH ECONOMICS WITH LRI	90		2.0

UNIVERSITY OF PANGASINAN
City of Dagupan 2400 Philippines

OFFICIAL TRANSCRIPT OF RECORDS

Name: [REDACTED] Date of Graduation: **MARCH 2010**
Address: [REDACTED] Title / Degree: **BACHELOR OF SCIENCE IN NURSING**
Date of Birth: [REDACTED] Sex: [REDACTED] Major / A.C.: [REDACTED]
Terms of Admission: **First Semester, 2006/2007** Minor: [REDACTED]
College: **COLLEGE OF ALLIED HEALTH SCIENCES** Status: **COMPLETED**
NCEE: [REDACTED] SSAT: [REDACTED] Date Taken: [REDACTED] Intermediate: [REDACTED] School: [REDACTED] Year: **200**
Entrance Date: **2007** High School: **HIGH SCHOOL** High School: **HIGH SCHOOL** Year: **2008**

GRADING SYSTEM **A (97-100) A - (94-96)** B + (91-93); B (88-90); B - (85-87); C + (80-84);
C (75-79), F (Below 75) Inc. - Incomplete must repeat

NOTE Any erasure or alteration on this transcript renders the whole transcript invalid unless initialed by the Registrar.

REMARKS

GRANTED HONORABLE DISMISSAL this 1 day of September, 2010

NOT VALID WITHOUT THE UNIVERSITY SEAL.

Description	Letter	Percent	Number
Excellent	A	99-100	1.00
Excellent	A-	97-98	1.25
Very Good	B+	95-96	1.50
Very Good	B	92-94	1.75
Good	B-	89-91	2.00
Good	C+	86-88	2.25
Average	C	83-85	2.50
Below Ave	C-	80-82	2.75
Passing	D	75-79	3.00
Failed	F	Bel. 75	4.00 / 5.00

DP/DRP - Dropped. No Credit.
NC - No Credit
C - Complete (for SSP only)

INC - Incomplete. Removal Needed.
FA - Failure due to Absences.

REMARKS: "PACUCOA ACCREDITED" GRADUATED IN THE FOURTH SEMESTER OF THE FOUR-YEAR COURSE IN NURSING IN THIS UNIVERSITY WITH THE DEGREE OF BACHELOR OF SCIENCE IN NURSING (B.S.N.) AS OF MARCH, 2010 UNDER ROG NO. NSG-001-2010-001 MARCH 22, 2010.
COPY GOOD FOR GENERAL PURPOSES.

Date: 02/10/2025 5:50:00 PM
Prepared by: [REDACTED]

ROMNE JULIUS

University Registrar:

REMARKS: "PACUCOA ACCREDITED" GRADUATED IN THE FOUR-YEAR COURSE IN NURSING IN THIS UNIVERSITY WITH THE DEGREE OF BACHELOR OF SCIENCE IN NURSING (B.S.N.) AS OF MARCH, 2010 UNDER ROG NO. NSG-001-2010-001 MARCH 22, 2010.
COPY GOOD FOR GENERAL PURPOSES.

Date: 02/10/2025 05:50:00 PM
Prepared by: [REDACTED]

University Registrar: [REDACTED]



Tips for searching for grading information



- Possible search terms (in language of country):
 - Grading system
 - Student evaluation
 - Academic regulations
 - Assessment regulations
 - Undergraduate (or postgraduate) regulations
 - Specific grading terminology (e.g. 优 良 中 及格 + Chinese institution website)
- *Be wary of grading information designated "for overseas use" or similar.*



CASE STUDY

A top-down view of a wooden desk. In the upper right, a portion of a silver laptop is visible. To its right is a white mug filled with dark coffee. Below the laptop is a white smartphone with a black screen. In the lower right, an open spiral-bound notebook with lined pages lies flat. A black pen and a blue pen are positioned near the notebook. A yellow arrow-shaped graphic points from the left towards the center of the desk, containing the text 'CASE STUDY'.

Credential #1



6 Manhattan Road, Kingston 5
Jamaica, West Indies
Tel: (876) 920-3884; 926-6573; 929-1424; 929-1571
Mobile: (876) 833-0794 (Lime)
(876) 618-7701 (Digicel)
Fax: (876) 926-8110
E-mail: info@overseasexams.org.jm
Website: www.overseasexams.org.jm

HS/ar/ [REDACTED]

15th June 2021

TO WHOM IT MAY CONCERN

This is to certify that

[REDACTED]

sat for the examination(s) of the Caribbean Secondary Education Certificate and the Caribbean Advanced Proficiency Examinations and obtained the following result(s):

CSEC – June 2019 – Index No. – [REDACTED]

Caribbean History	General	Grade	Three
English A	General	Grade	Two
Mathematics	General	Grade	Four
Religious Education	General	Grade	Three
Human & Social Biology	General	Grade	Three
Social Studies	General	Grade	Three
Physical Education & Sport	General	Grade	One
Principles of Business	General	Grade	One

CAPE – June 2020 – Index No. – [REDACTED]

Sociology I	Advanced	Grade	Three
Physical Education & Sport I	Advanced	Grade	Four
Communication Studies I	Advanced	Grade	Four
Entrepreneurship I	Advanced	Grade	One

CSEC – June 2020 – Index No. – [REDACTED]

Mathematics	General	Grade	Three
-------------	---------	-------	-------

These are true and correct extracts taken from the records at my disposal.

Hector L. Stephenson
Executive Director



Credential #2

ՀԱՅԱՍՏԱՆԻ ՀԱՆՐԱՊԵՏՈՒԹՅՈՒՆ

ԵՐԵՎԱՆԻ ՄԵԼԵՋՄԵՆՔԻ ՀԱՄԱԿԱՐԳԱՆ

ՀԵՆՐԱՊԵՏԱՅԻՆ ՔՈՒՆԵՉ

(միջին մասնագիտական կրթության հաստատություն)

ԴԻՊԼՈՄ

AP N _____

ԱՎԱՐՏԱԿԱՆ ՈՐԱԿԱՎՈՐՈՂ ՀԱՆՁՆԱԺՈՂՈՒԹՅՈՒՆ 2008 թվականի
հունիսի « 11 »-ի ՈՐՈՇՄԱՍԵՐ

(անուն, ազգանուն, հայրանուն)

ԵՆՈՐՀԱՄԷ

Քույրեր

ՈՐԱԿԱՎՈՐՈՒՄ

«Քույրական գործ»

ՄԱՍՆԱԳԻՏՈՒԹՅԱՄԵ

(Կրթական որակավորող
հանձնաժողովի նախագահ)

Տնօրեն (Պետ) _____

Բ. Երևան գրանցման N _____

2008 թ. _____

БАЗОВЫЙ КОЛЛЕДЖ ЕРЕВАНСКОГО УНИВЕРСИТЕТА ИМПЛЕМЕНТА
(основное среднее профессионального учебного заведения)

ДИПЛОМ

AP N _____

РЕШЕНИЕМ ВЫПУСКНОЙ АТТЕСТАЦИОННОЙ КОМИССИИ
ОТ « 11 » _____ 2008 ГОДА

(фамилия, имя отчество)

ПРИСВОЕНА КВАЛИФИКАЦИЯ
медсестры

ПО СПЕЦИАЛЬНОСТИ
« сестринское дело »

М.П. _____

Директор (начальник) _____

« 30 » _____ 2008г. г. Ереван регистрационный N _____

ДИПЛОМ ЯВЛЯЕТСЯ ДОКУМЕНТОМ О СРЕДНЕМ ПРОФЕССИОНАЛЬНОМ ОБРАЗОВАНИИ

REPUBLIC OF ARMENIA
BASIC COLLEGE OF YEREVAN MANAGEMENT UNIVERSITY
(middle professional educational establishement)

DIPLOMA

AP N _____

BY THE RESOLUTION OF THE FINAL ATTESTATION COMMISSION OF

« 11 » _____ 2008

(first name, last name)

IS AWARDED THE QUALIFICATION OF
The nurse

Nursing
(profession)

Chairman of the Final Attestation Commission _____

Director (Head) _____

г. Yerevan registration N _____

2008

THE DOCUMENT IS THE DOCUMENT ON MIDDLE PROFESSIONAL EDUCATION

Անուն, հայրանուն, ազգանուն _____

Ծննդյան տարեթիվը _____ թ.

Կրթության վերաբերյալ նախորդ փաստաթուղթը
Միջնակարգ կրթության ատեստատ սերիա Ա N _____

Ընդունելության ձևը _____ ընդունելության քննություն

Ընդունվել է _____ Երևանի մեմբերների համալսարանի
Գյումրու կրթահամալիրի բժշկական բոլեջ
բուհի անվանումը

ընդունվելու տարեթիվը _____ 2005 թ.

ուսուցումը ավարտել է _____ 2008 թ.

Երևանի մեմբերների համալսարանի
Գյումրու կրթահամալիրի բժշկական բոլեջ
բուհի անվանումը

Ցերեկային ուսուցման մեթոդավային տևողությունը _____ 3 տարի

Մասնագիտությունը _____ **ՔՈՒՆԵՋԱԿԱՆ ԳՈՐԾ**
Լիցենզիա _____

Պրակտիկաները՝

1. Ուսումնական _____ 16 շաբաթ /576 ժամ/ _____ 5 /գերազանց/

2. Արտադրական _____ 7 շաբաթ /252 ժամ/ _____ 5 /գերազանց/

Մասնագիտական ավարտական քննություն՝ _____ 4 /լավ/

Տեստային տեսական գործնական փուլերով

- Քույրական գործի նիւնուրներ
- Քույրական գործ թերափայտմ
- Քույրական գործ վիրաբուժությունում
- Քույրական գործ մանկաբուժությունում

Փաստաթուղթը _____ 1 _____ թերթիկ է:

ՀԱՅԱՍՏԱՆԻ
ՀԱՆՐԱՊԵՏՈՒԹՅՈՒՆ



ԵՐԵՎԱՆ
քաղաք

ԵՐԵՎԱՆԻ
ՄԵԼԵՋՄԵՆՔԻ

ՀԱՄԱԿԱՐԳԱՆ

Հենակետային բոլեջ
բուհի անվանումը

ԴԻՊԼՈՄԻ
ՀԱՎԵԼՎԱԾ

Ըստից հիշյալը ավարտել է

AP N _____

ընդունվելու տարեթիվը, ուսուցումը

գրանցման N _____

տրվել է՝ « 30 » 06 2008թ.

Ավարտական քննական
համաձայնության
« 11 » 06 2008թ.
որոշմամբ 2 ներկայից է
Քույրեր
որակավորում

ԵՄՀ Ունկտոր՝



Ստորագրություն

Կ. Տ.

Credential #2

ՀԱՅԱՍՏԱՆԻ ՀԱՆՐԱՊԵՏՈՒԹՅԱՆ ԿՐԹԱԳԱՐԱՆԻ ԿՈՄԻՏԵ

N	Առարկաների անվանումը	Ժամանակի ընդհանուր թվանշանը	Գնահատականները
1.	Հայերեն լեզու	64	4/լավ
2.	Ռուսերեն լեզու	64	առնչված
3.	Անգլերեն լեզու	64	առնչված
4.	Մաթեմատիկա	76	4/լավ
5.	Փիլիսոփայություն	32	առնչված
6.	Լատիներեն	32	առնչված
7.	Փնտրում	64	առնչված
8.	Համակարգչային գրություններ	64	առնչված
9.	Մաթյան անատոմիա, մկրդային ինֆեկցիոն պաթոլոգիայի կանոններ	208	4/լավ
10.	Քիմիայի գործ	632	4/լավ
11.	Բժշկական գիտություն	32	առնչված
12.	Ֆիզիոլոգիա	28	առնչված
13.	Բուսականություն	28	առնչված
14.	Մարդաբանություն	28	առնչված
15.	Առողջ մարդու և հիվանդի փոխանցում	64	5/հիշողություն
16.	Անոթաբանություն	32	առնչված
17.	Քրոմոսոմների և քիմիական գործի փոխանցումներ	260	5/հիշողություն
18.	Քրոմոսոմների և քիմիական գործի փոխանցումներ	208	4/լավ
19.	Դեղերի փոխանցումներ	30	առնչված
20.	Գրգռման փոխանցումներ	32	առնչված
21.	Դեղերի փոխանցումներ	96	5/հիշողություն
22.	Շնչառություն	28	առնչված
23.	Քրոմոսոմների և քիմիական գործի փոխանցումներ	110	4/լավ
24.	Մաթյան և քիմիական գործի փոխանցումներ	30	առնչված
25.	Արտաբերական	20	առնչված
26.	Քրոմոսոմների և քիմիական գործի փոխանցումներ	30	առնչված
27.	Ֆիզիոլոգիա	70	5/հիշողություն
28.	Դեղերի փոխանցումներ	92	4/լավ
29.	Քիմիական և քիմիական հիշողություն	32	առնչված
30.	Քիմիական և քիմիական հիշողություն	60	5/հիշողություն
31.	Քիմիական	28	առնչված

Քառասունի թիվը

Translated from Armenian

Name:		Republic of Armenia
Surname:		
Patronymic Name:		
Date of Birth:		
Previous Document on Education:	Secondary Education Certificate	
Series:	A N	
Entrance Form:	Entrance Examination:	
Entered:	Basic College of Yerevan Management University, Gyumri Chapter	
Date of entrance:	2005	
Date of completion:	2008	
Basic College of Yerevan Management University		
/Name of the University/		
Normative duration of daytime training:	3 Years	
Specialty:	Nursing License:	
Practical Trainings:	Educational: 16 weeks /576 hours/ 5 /Excellent/ Industrial: 7 weeks/ 252 hours/ 5 /Excellent/	
Professional final exam:	4 /Good/ /grade/	
Test: Theory with Practical Stages		
<ul style="list-style-type: none"> Fundamentals in Nursing Nursing in Therapy Nursing in Surgery Nursing in Pediatrics 		
The document consists of 1 sheet		



Basic College of Yerevan Management University, Gyumri Chapter

/Name of the University/

SUPPLEMENT to DIPLOMA
Is invalid without the Diploma

AP N
/Series, Number of the Diploma/

Date of issue:
June 30, 2008

By the Decision of the Final Examination Committee of June 11, 2008 is Qualified as a Nurse

Basic College of Yerevan Management University
Rector Signature
Official Seal of Basic College of Yerevan Management University, Gyumri Chapter

DURING EDUCATION STUDIED AND PASSED THE FOLLOWING COURSES:

N	Name of the Course	Total Hours	Grades
1	Armenian Language	64	4 /good/
2	Russian Language	64	passed
3	Foreign Language	64	passed
4	Physical Education	76	4/good/
5	Philosophy	32	passed
6	Latin	32	passed
7	Hygiene	64	passed
8	Computer Operating	64	passed
9	Anatomy, Microbiology, Physiology, Pathology	208	4 /good/
10	Nursing	652	4 /good/
11	Medical Genetics	32	passed
12	Economy	28	passed
13	Law	30	passed
14	Sociology	26	passed
15	Healthy Human and Environment	64	5 /excellent/
16	Disaster Medicine	52	passed
17	Nursing in Surgery	260	5 /excellent/
18	Nursing in Pediatrics	208	4 /good/
19	Nervous Diseases	30	passed
20	Clinical Pharmacology	32	passed
21	Pharmacology	96	5 /excellent/
22	Geriatrics	26	passed
23	Nursing in Midwifery and Gynecology	110	4 /good/
24	Skin Venereal Diseases	30	passed
25	Eye Diseases	30	passed
26	Ear Nose Throat Diseases	30	passed
27	Physiotherapy	70	5 /excellent/
28	Infectious Diseases	92	4/good/
29	General and Medical Psychology	32	passed
30	Rehabilitation and Intensive Therapy	60	5 /excellent/
31	Psychiatry	26	passed

End of document

Date February 15, 2024

Translator:

Kristina Yeghayan



Page 2 of 2

Page 1 of 2

Case Study Group Work

- Each group will get the same sample credential.
- Review the credential together. Each group will answer one question.
 - Group 1: How would you verify the institution and its recognition?
 - Group 2: Can you determine document authenticity?
 - Group 3: Compare with education system standards.
 - Group 4: Assign an equivalency and document your group decision.
- What challenges did your group face?
- What resources were the most helpful?

Documenting Research



Why Documentation is Crucial



Defensibility: Ensuring research is clear and traceable



Consistency: Helping future evaluators follow the same process



Efficiency: Avoiding duplication of work



Documentation Best Practices



Link

Use links for easy access to references

- Include page numbers (real or PDF) for paginated resources

Record

Take screenshots of pertinent information

- Include enough information for context
- Highlight important information

Notate

Notate or summarize your findings

- Allowing future evaluators to quickly review your research

Research Documentation Example

- Credential Evaluated: Bachelor of Library and Information Science
- Attended: 2012-2016
- Diploma Awarded: October 2018



Recognition: BLIS at U of Nigeria, Nsukka is a NUC approved program since 1999 based on [Nigeria_NUC_Accreditation of UG Academic Programs_1990-November 2021](#) (PDF pgs 3-4)

RESULTS OF ACCREDITATION OF UNDERGRADUATE ACADEMIC PROGRAMMES TAUGHT IN NIGERIAN UNIVERSITIES (1990 - NOVEMBER 2021)

UNIVERSITY OF NIGERIA, NSUKKA																		
Programmes	1990	1999/2000	2002	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
19 Education Religion Studies		Interim		Interim		Full							Full					Full
20 Guidance and Counseling		Interim		Full									Full					Full
21 Health Education		Interim		Interim		Full							Interim		Full			
22 Home Economics		Interim		Interim		Full							Full					Full
23 Industrial and Technical Education		Interim		Interim		Full							Interim		Full			Full
24 Integrated Science													Full					Full
25 Library and Information Science		Full			Full								Full					Full

Program details: 4 year program based on JME, 3 year if direct entry <https://web.archive.org/web/20120814134422/http://www.unn.edu.ng/departments/library-and-information-science>

INTERNET ARCHIVE

waybackmachine

40 capture

27 Sep 2011

http://www.unn.edu.ng/departments/library-and-information-science

Go

JAN

AUG

OCT

14

2011

2012

2013

About this capture

[Home](#) > [Departments](#)

Library and Information Science

Philosophy, Objectives and Scope

Library and Information Science is a discipline concerned with the study of the principles and skills required for systematic collection, organization and utilization of societies' information resources in libraries. It is also concerned with the forces governing the flow of information resources and with creating ready access to these resources. The programme provides a basic professional course that will prepare librarians for all types of libraries and related documentation and information centres. The Department offers honours degree programmes leading to the Bachelor of Library and Information Science (B.L.I.S.) Degree. Undergraduate programmes combine professional courses in library and information science with academic disciplines of the arts or sciences. The study of another discipline is dictated by the nature of the library profession, which requires both professional skills and a broader academic background for effective practice. Such aspects of library service as cataloguing and classification, book selection and reference work require specialized knowledge of a subject area as well as professional expertise. Combinations offered include English, French, History, Botany, Chemistry, Economics, Geography, Mathematics, Physics, Political Science and Zoology.

The specific objectives of the course are as follows:

- To offer basic theoretical knowledge and skills required for effective performance of professional duties in libraries, information centres and related institutions;
- To provide relevant practical exposure and competence necessary for enhanced job performance;
- To develop and encourage the spirit of enquiry and creativity required to meet the challenges of rapid change and the knowledge explosion, technological development, new media and new approaches in education;
- To explore means of meeting the information needs of all segments of the population and extending the library's informational, educational and cultural roles in society.

Duration of the course

The programme may be completed full-time in four years by candidates admitted through entrance examination and in three years for those admitted by direct entry.

Credit Note: Although transcript lists 5 years, we have only 3 100-level courses, way fewer credits than typical Nigerian degrees, and courses only go to 400s in 5th year. I am evaluating this as a direct entry program which was completed part-time over 5 years and awarding credits at face value (within US 3-year range at 99)

Developing Institutional Policies

Determining Equivalencies – Institutional Policy

- Why does it matter?
 - Consistency for all your evaluators
 - Fairness to all your applicant pool
 - Historical trail
- How do you do this?
 - GTE: country policy spreadsheet within the “Country” folder.
 - Specific process “job aids” available for many countries, i.e. “*Título propio/University-Specific Degrees*”

Global Transcript Evaluation Team Equivalencies - Andorra				
Degree or qualification	Length of program	Admission Requirement	GTE policy / US equivalency	Notes
Certificat d'estudi de primària ensenyança (Certificate of Primary Education)	6 years	Age of 6	Completion of grade 6	
Títol de Graduat en segona ensenyança (Title of Graduate in Secondary Education)	4 years	Certificat d'estudi de primària ensenyança	Completion of grade 10	
Títol de batxiller (Title of Baccalaureate)	2 years	Títol de Graduat en segona ensenyança	High school diploma	
Diploma d'ensenyament professional (Diploma of Vocational Education)	2 years	Títol de Graduat en segona ensenyança	Vocational high school diploma	
Diploma Professional Avançat (Advanced Professional Diploma)	2 years	Títol de batxiller or Diploma d'ensenyament professional	2 years of undergraduate study	
Batxiller (Bachelor)	3 years	Títol de batxiller or Diploma d'ensenyament professional	Bachelor's degree	
Batxiller d'especialització en infermeria obstetriconecològica (Specialized Bachelor in Obstetrics and Gynecological Nursing)	2 years	Batxiller	Bachelor's degree	
Màster (Master)	2 years	Batxiller	Master's degree	
Títol de Doctor (Title of Doctor)	3 years	Màster	Doctoral degree	

NOTE: At the primary/secondary level, students may study in one of three education systems: the Andorran, French, or Spanish system. The Andorran system is outlined above. Please review the French or Spanish policy spreadsheet for students educated in the French or Spanish systems.

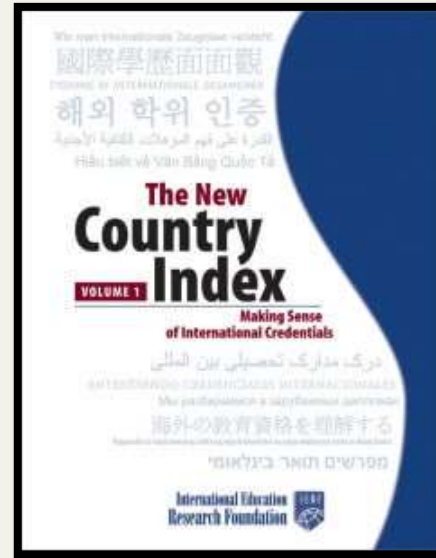
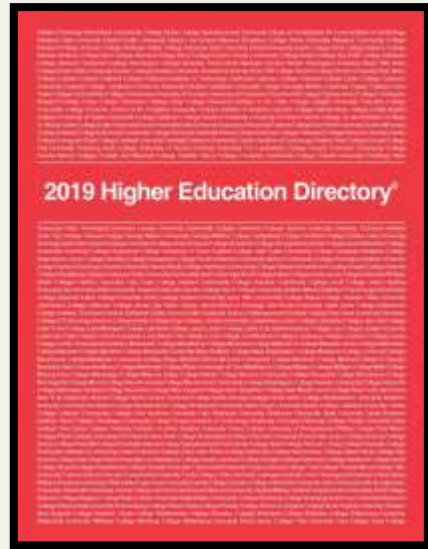
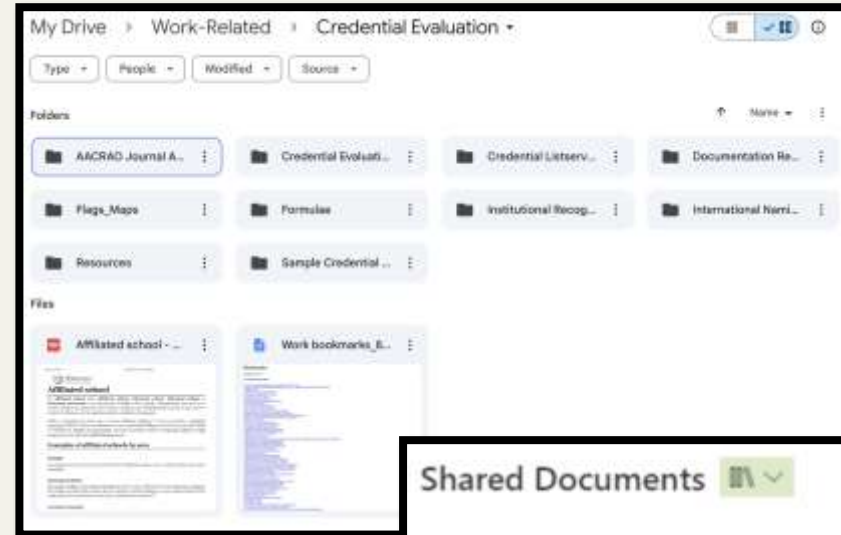
Academic Calendar

Country	Secondary	Post-Secondary
Andorra	Academic Year: September to June/July	Academic Year: September to June
	First Term: September to December	First Semester: September to January
	Second Term: January to April Third Term: April to June/July	Second Semester: February to June

Country	Official Language(s)	LOI Secondary	LOI Post-Secondary
Andorra	Catalan	Catalan (Andorran system); French (French system); Spanish (Spanish system)	Catalan; French; Spanish; English

Developing Institutional Research Policies

- Create a shared knowledge base
 - Electronic: Wiki, SharePoint, Google Drive
 - Physical: books, pamphlets, catalogs, other written materials



Shared Documents	
Name	Modified
Country Resources	April 23, 2021
General Resources	June 5, 2015
GPA Calculation Documents	Yesterday at 5:06 PM
APPROVED Senders_Electronic Transcripts.xl...	Yesterday at 4:07 PM
backup.pst	July 29, 2021
INTERNAL - NACES Members_January 2022...	Yesterday at 11:42 AM
NACES Member and AICE Endorsed Memb...	September 30, 2022

Developing Institutional Research Policies

- Create training materials for new evaluators, including how to use your shared knowledge base.

i. Country Resources – this is the folder you will access most often. Each country has its own folder, and each country folder has the following sub-folders:

Shared Documents > Country Resources > Albania

Name	Modified
Accredited Institutions	Yesterday at 9:27 AM
Education Resources	April 23, 2021
Grading Scales	April 23, 2021
Nursing	Yesterday at 3:12 PM
Region-specific Policies	April 23, 2021
Albania.xlsx	Yesterday at 9:27 AM

1. Accredited Institutions – this folder contains the “Accredited Institutions” spreadsheet, “Not Accredited” spreadsheet, and may also contain archived accreditation/recognition information. You will access this folder for every evaluation you complete.
2. Education Resources – this folder contains information about the country’s education system, including conference/webinar presentation handouts, national qualification framework, education ladders, and country profiles.
3. Grading Scales – this folder may contain snapshots of grading scales we find to add to the Grading Scales PDF.
4. Nursing – this folder may not appear in all countries. If it is there, then the folder will contain information specifically relating to nursing education and/or licensure/registration.
5. Region-specific Policies – this folder may contain policies related to the country, but these will be phased out as we create the COUNTRY spreadsheets. If you do not see a COUNTRY spreadsheet, please check this folder to see if we currently have any policies for this particular country.
6. COUNTRY spreadsheet – GTE has created a spreadsheet of credentials and the GTE comparability for each credential for many countries. This document, if it is in the folder, should be what you refer to when you are unsure of what the credential comparability should be. We intend to create a country spreadsheet for every

Developing Institutional Research Policies

- Regular updates on policy changes
 - Create calendar for updating policy
 - Keep abreast of technology changes
 - AI developments
 - How can that be incorporated to your research?



Developing Institutional Research Policies

- Tip: create a “Credential Evaluation Worksheet” for new evaluators to complete with each evaluation.
 - New Adtalem evaluators must complete this worksheet for each credential evaluated throughout their initial training and audit period.
 - It helps establish good practice early!

Credential Evaluation Worksheet	
Primary Steps	
What is the name of the student as listed in Salesforce?	
Is it different than on the credential?	<input type="radio"/> Yes <input type="radio"/> No
If yes, did the student provide name change documentation or a statement confirming the name change?	<input type="radio"/> Yes <input type="radio"/> No
Credential Evaluation	
What is the name of the institution?	
Where is the institution located (city and country)?	
Is the institution and/or program recognized by the appropriate body in its country to award this kind of credential? <i>Remember that it must be from the student's time of study!</i>	<input type="radio"/> Yes <input type="radio"/> No
If so, list the body which grants that recognition.	
What level of education had to be completed prior to the student enrolling in the program?	
How many years of study were completed?	
Did the student earn a degree?	<input type="radio"/> Yes <input type="radio"/> No
If so, what type of degree?	
If no, is the degree in progress?	<input type="radio"/> Yes <input type="radio"/> No
Does this credential represent a secondary, undergraduate, graduate, professional, or vocational degree?	
What type of educational system does this credential represent: credits, hours, marks, or outcomes?	<input type="radio"/> Credits <input type="radio"/> Hours <input type="radio"/> Marks <input type="radio"/> Outcomes
Is there a grading scale on the credential?	<input type="radio"/> Yes <input type="radio"/> No
Is the credential official or unofficial?	<input type="radio"/> Official <input type="radio"/> Unofficial
What document(s) were received?	
For CBC cases, how many credits/hours/marks are on the credential? For outcomes-based credentials, how many courses are there total?	
Is the school in a country on Walden's English proficiency exempt country list?	<input type="radio"/> Yes <input type="radio"/> No
If no, is the school's language of instruction English?	<input type="radio"/> Yes <input type="radio"/> No
If no, what is the primary language of instruction?	
Have you added all the necessary additional and/or case comments?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Needed
GTE Case Number	Evaluator's Name
	Date Completed

Key Takeaways for Both Sessions

Part 1

1

- The role of research in credential evaluation

2

- Use reliable, age-appropriate resources

3

- Advanced internet searching

Part 2

1

- Uses of AI in credential evaluation

2

- Applications of research to credential evaluation issues

3

- Importance of documenting research

Thank you for attending Research 101 Part Two!

Shelby L. Cearley	Karen Krug	Amanda Morrison
Team Lead	Senior Research & Knowledge Evaluator	Research Evaluator
Adtalem Global Education	Educational Credential Evaluators (ECE), Inc.	Scholaro, Inc.
shelby.cearley@mail.waldenu.edu	kkrug@ece.org	mandym@scholaro.com



Resources (Books and Articles)

- [AACRAO EDGE](#) country profiles and archived country publications
- [NAFSA Guide to Education Systems Around the World](#)
- [NUFFIC Education Systems](#)
- [IQAS International Education Guides](#)
- [ECE Connection](#)
- Leverage your institutional library and Interlibrary Loan (ILL)
- TAICEP [Resources at Your Desk](#)
 - Spreadsheet with thousands of resources by type

Other Resources Referenced in Parts 1 & 2

- [Global Directory of National Qualification Frameworks](#)
- [Wayback Machine](#)
 - "Using the Internet Archive Part I: Beginner Session," January 2021 [video](#) and [conference presentation](#)
 - "Using the Internet Archive Part II: Intermediate Session," January 2021 [video](#) and [conference presentation](#)

Q & A



Please be sure to submit session feedback in the Whova App

- ➔ Find this session in the agenda
- ➔ Click on "Session Feedback"
- ➔ Share your feedback for this session

