



Building Reports (Instructors)

(*Not all features may be enabled)

Step 1. You can access your Course Evaluations & Surveys account in two ways:

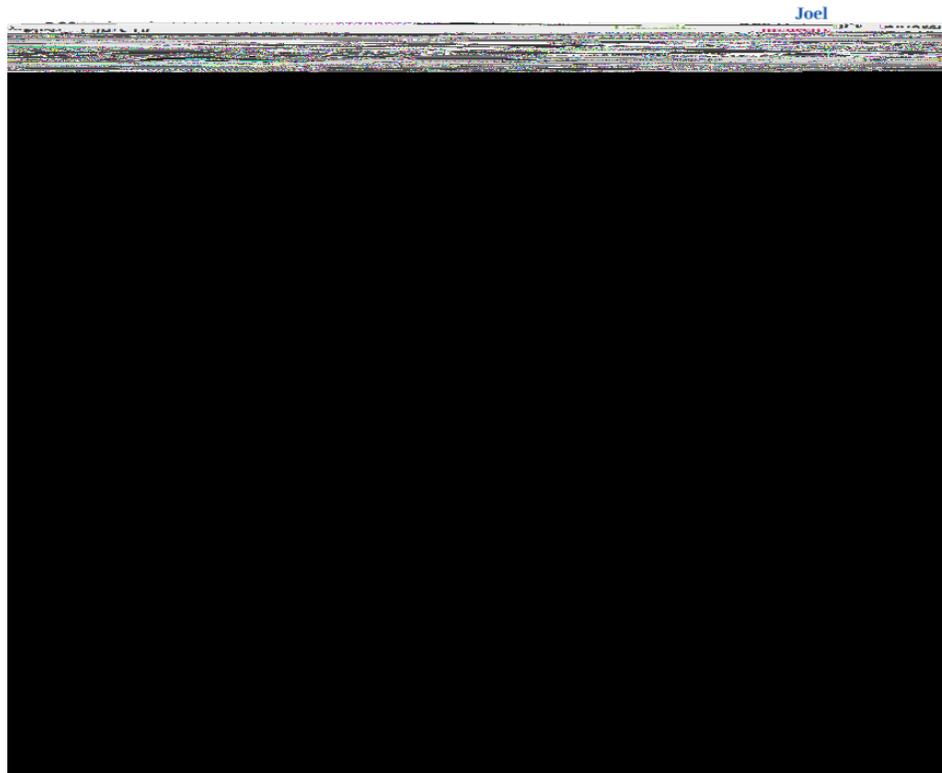
1. Logging in to your LMS and clicking on the established evaluations link. In your LMS, you will see a link entitled something similar to “Course Evaluations and Surveys” or “Course Survey” (this depends on what has been enabled by the primary admin) and will click on that tab to be taken directly to yourS64 .@ siat re 1.



Project Results



C. Short Report - Results of project in a condensed form. Includes question, frequency, percent, means, standard deviation and median.



D. Short Report with Comments - Comments included with short report results.

Question	Please rate your overall experience in this course. (1 = Poor, 10 = Excellent)	n	%
9		1	25.00%
10		1	25.00%
Mean			8.75
Std			0.96
Median			8.50

Question	n	5	4	3	2	1	Mean	Std	Median
Please rate the following areas of the course.: Instructor feedback	1	0	0	0	0	0	4.50	0.58	4.50
Please rate the following areas of the course.: Exams	2	2	0	0	0	0	4.75	0.50	4.50
Please rate the following areas of the course.: Final Exam/Essay	3	1	0	0	0	0	5.00	0.00	5.00
Please rate the following areas of the course.: Group Projects	4	0	0	0	0	0	4.25	0.50	4.00

Scale: 5 = Excellent, 4 = Great, 3 = Average, 2 = Poor, 1 = Very Poor

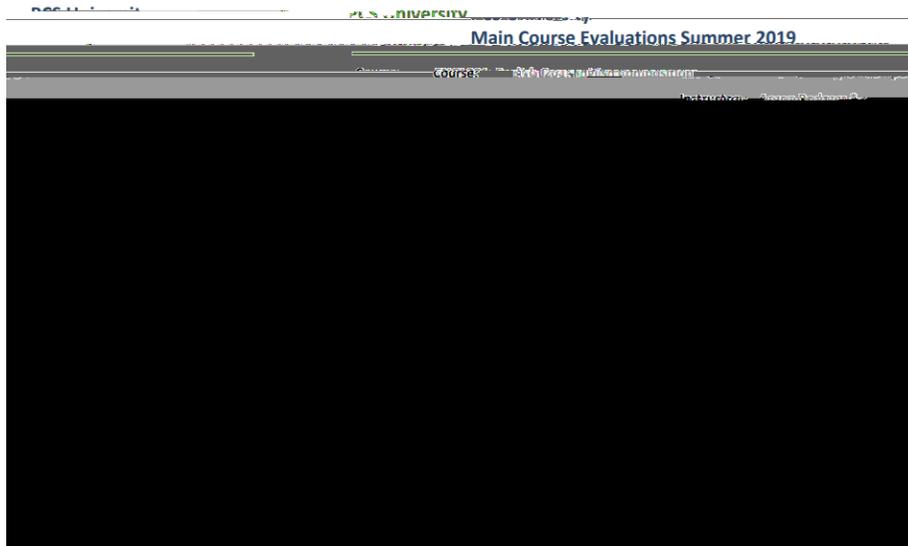
Question	Please rate the overall performance of Instructor(s). (1 = Poor, 10 = Excellent)	n	%
Mean		10.00	
Std		0.00	
Median		10.00	

What was your favorite part of this course?

- Practicing with so many numbers helped me learn about them.
- So many numbers to practice with and discuss with my Professor Roberts and my classmates.
- I enjoyed the real-life application of numbers.
- Bringing in real-life examples to class was cool.



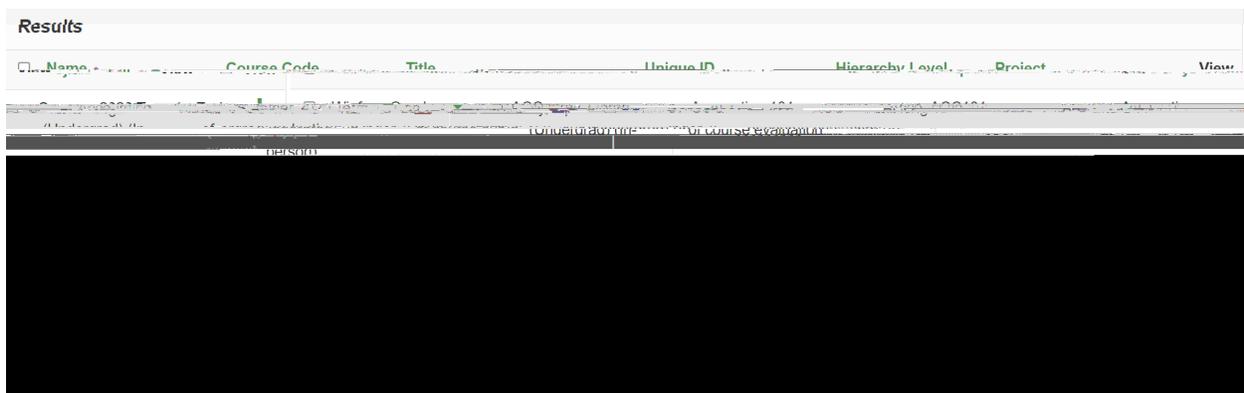
- E. Response Report – Allows instructor to view responses by individual student (no names of students are listed)



- F. Raw Data - Excel file containing data about user responses, including timestamps and course information.

Instructor Results

Ability to search for results across projects. Click on project and choose relevant projects to search for. You will see a list of courses and can click on “View” on the right hand side to be presented with a list of reporting options.





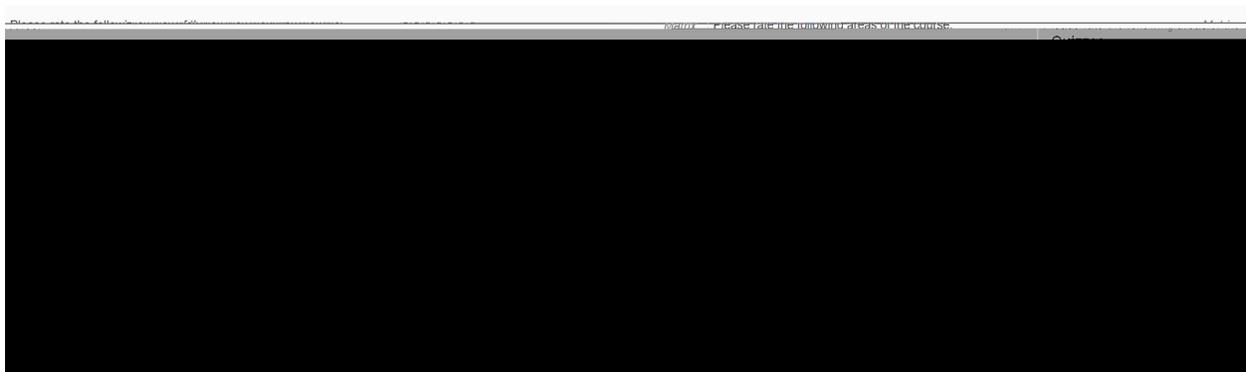
Report Builder

Ability to filter and build reports by Project and Course. Also allows for saving and sharing of reports to other CES users and to others through inputting their email addresses.

(Example of customized report in “Chart” view)



(Example of customized report in “All” view)



Results Feedback

Shows list of feedback comments from administrator to instructor.
(NA – as instructor is the only one with access to the results)

