

What•Do•You•Think? for Instructors and Deans

Introduction

As an instructor, you can use the What•Do•You•Think? Course Evaluation System (WDYT) to see student course evaluation results for the courses you taught. Specifically, you can see:

- An status overview of evaluation responses to the courses you taught, scheduled communications and upcoming events
- A summary of the ratings you received from students in the courses you taught. Each summary is presented in several “Elements of Instruction” categories and can be viewed as an interactive bar chart, a PDF or an Excel file.
- The comments students made about the courses you taught
- Individual responses to evaluation questions about the courses you taught
- The evaluation forms for your courses

If authorized to do so, you can also [create and edit evaluation questions for your courses](#).

As an academic administrator (such as a Dean) or an authorized instructor, you can use the Course Evaluation system to see student course evaluation results for selected courses based on the reporting options offered to you by your school. You may be able to see:

- Course evaluations for selected terms, schools, departments, instructors, and courses
- Summary reports for selected terms, divisions, departments, subjects, and catalog numbers

Note Because the look of WDYT has been customized for your school, your pages will look a little different than the pages shown in this document, and your school may not have access to all the functionality described.

Accessing course evaluation information

Log on to WDYT to go to the home page, My Courses. You can see the ratings, comments and responses you received for recent courses. You can also send reminders to evaluators for open courses with less than a 100% response rate.

| Fall 2012 (Open) | | | | |
|---|---------------|------------|-------------------------|-------------------------------------|
| Course | Response Rate | Evaluators | Reports Available | Reminder |
| Hist 201 : History of the United States (LEC) | 96% | 22 / 23 | Available on 11/22/2012 | <input checked="" type="checkbox"/> |

| Satellite Campus Fall 2012 (Open) | | | | |
|---|---------------|------------|-------------------------|-------------------------------------|
| Course | Response Rate | Evaluators | Reports Available | Reminder |
| Hist 201 : History of the United States (LEC) | 0% | 0 / 1 | Available on 11/17/2012 | <input checked="" type="checkbox"/> |

| Summer 2008 (Closed) | | | | | |
|--------------------------------|---------------|------------|----------------------|----------------------|----------------------|
| Course | Response Rate | Evaluators | Ratings | Comments | Responses |
| Hist 315 : Greek History (LEC) | 100% | 19 / 19 | View | View | View |

| Fall 2005 (Closed) | | | | | |
|---|---------------|------------|----------------------|----------------------|----------------------|
| Course | Response Rate | Evaluators | Ratings | Comments | Responses |
| Hist 201 : History of the United States (LEC) | 100% | 22 / 22 | View | View | View |

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Note If you're an academic administrator who hasn't taught any courses, no course information appears on this page, but you will see report functionality listed in the Reports menu at the top of the page, such as [Report Browser](#) or [Summary Reports](#).

If you are or were a student in a courses and you have not completed all of your evaluations of other instructors, you will see My Evaluations as your Home page. To see the evaluations of the courses you taught, select My Courses from the Home menu.

Logging out:

You can log out of the system at any time by clicking "Log Out" at the top right of the page. The system automatically logs you out after 20 minutes of inactivity.

Seeing your teaching ratings summary

You can use WDYT to see a summary of the ratings you received from your students in a particular course in each of several categories, and drill down in the interactive bar chart to get rating information for each category. You can also generate a PDF or Excel version of the ratings information.

Instructor, subject, and catalog information:

- Instructor: McDonald, Melissa
- Subject: Hist
- Catalog & Section: 327

Course title, total course enrollment, and how many students evaluated the course:

Course Title: The U.S. in the 20th Century
Enrollment: 15 Responses incl Declines: 15 (Declined: 0)

Overall ratings by category:

| Category | Overall | Organization/Clarity | Ability to Engage | Interaction w/ Students | Content/Evaluation | Section/Lab |
|-------------------------|---------|----------------------|-------------------|-------------------------|--------------------|-------------|
| Overall | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Organization/Clarity | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Ability to Engage | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Interaction w/ Students | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Content/Evaluation | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Section/Lab | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |

Click the category to see details

Elements of Instruction:

| Element | 1 | 2 | 3 | 4 | 5 |
|--------------|------|------|------|---|---|
| Objectives | 2.92 | 3.06 | 3.00 | | |
| Knowledge | 1.77 | 2.65 | 2.99 | | |
| Clear Expl. | 3.46 | 3.22 | 3.04 | | |
| Prioritizing | 3.25 | 3.07 | 3.02 | | |
| Pace | 3.15 | 3.07 | 2.99 | | |

Organization/Clarity:

| Element | 1 | 2 | 3 | 4 | 5 |
|--------------|------|------|------|---|---|
| Objectives | 2.92 | 3.06 | 3.00 | | |
| Knowledge | 1.77 | 2.65 | 2.99 | | |
| Clear Expl. | 3.46 | 3.22 | 3.04 | | |
| Prioritizing | 3.25 | 3.07 | 3.02 | | |
| Pace | 3.15 | 3.07 | 2.99 | | |

Chart of ratings in selected category by question:

Table of ratings in selected category by question:

| Question | Mean | Std Dev | Poor | Fair | Good | Very Good | Excellent | N/A |
|--------------|------|---------|------|------|------|-----------|-----------|-----|
| Objectives | 2.92 | 1.38 | 3 | 2 | 3 | 3 | 2 | 2 |
| Knowledge | 1.77 | 1.05 | 7 | 4 | 0 | 2 | 0 | 2 |
| Clear Expl. | 3.46 | 1.60 | 3 | 1 | 1 | 3 | 5 | 2 |
| Prioritizing | 3.25 | 1.53 | 3 | 1 | 1 | 4 | 3 | 3 |
| Pace | 3.15 | 1.51 | 2 | 4 | 1 | 2 | 4 | 2 |

Demographic information about the students who evaluated the course:

(Note: this is data collected by the evaluation forms, not your SIS data)

| Year Total | Area Total | Reason for Course | Attendance | Expected grade | Hours/Week | % Valuable |
|-------------|---------------|-------------------------------|----------------|----------------|---------------|--------------|
| 1 | 7% | Science 13% Major/minor 0% | < 20% 0% | A 0% | < 1 0% | < 20% 0% |
| 2 | 7% | Social Science 0% GER 14% | 20-40% 0% | B 20% | 1-5 20% | 20-40% 0% |
| 3 | 20% | Humanities 20% Reputation 21% | 40-60% 0% | C 30% | 5-10 20% | 40-60% 0% |
| 4 | 7% | Engineering 7% Interest 14% | 60-80% 0% | D 30% | 10-15 30% | 60-80% 0% |
| 5 | 7% | Education 27% Other 21% | 80-100% 0% | CR/S 0% | > 15 0% | 80-100% 0% |
| Masters 20% | Undecided 20% | (no resp) 29% | (no resp) 100% | NP/NC 0% | (no resp) 30% | (no resp) 0% |
| PhD 7% | (no resp) 13% | | | (no resp) 20% | | |
| Other 27% | | | | | | |

To access the Ratings Summary page:

From the My Courses page, click the “View” link under Ratings for one of your courses.
From any Evaluation Summary page, click “Ratings Summary” at the top of the page.

To use the Ratings Summary page:

| To... | Do this... |
|--|--|
| See performance ratings for a single category | Click the bar for that category on the chart. |
| Generate a PDF of the current view | Click "View as PDF" at the top of the page. |
| Generate an Excel file of the current view | Click "Export as Excel" at the top of the page. |
| Go to the Comment Summary page | Click "Comment Summary" at the top of the page. Then see, "Seeing the comments students made about your courses" on page 5. |
| Go to the Individual Responses page | Click "Individual Responses" at the top of the page. Then see, "Seeing the evaluation responses of individual students" on page 7. |
| Access course evaluation information for your school or department (if authorized) | Choose Report Browser from the Reports menu. Then see, "Seeing the course evaluations of your school and/or department" on page 9. |

Seeing the comments students made about your courses

You can use WDYT to see the comments made by students who evaluated a particular course you taught. The information you see on your comments page has been customized for your school based on your evaluation questions.

The screenshot shows the CollegeNET Comment Summary page for a course evaluation. At the top, there's a navigation bar with links for Home, Reports, Configuration, and a user welcome message. Below the header, the page title is "Teaching Evaluation Summary (Summer 2008)". On the left, there's a sidebar with "Instructor, subject, and catalog information" showing details like Instructor: McDonald, Melissa, Subject: Hist, Catalog & Section: 327. In the center, there's a "Comment Summary" section with a "Course Title: The U.S. in the 20th Century", "Enrollment: 15", and "Responses Inc/Declines: 15 (Declined: 0)". Below this, there's a "Question 1" section with a question about instructors' effectiveness and attitude towards students. To the right of the question is a "Filter Responses" box with checkboxes for "Strengths" and "Suggestions for Improvement". The main content area displays three student comments, each with a numbered identifier (1, 2, or 3), followed by "Strengths" and "Suggestions for Improvement". The comments are:

- 1** Strengths: Great!
Suggestions for Improvement: deliver the concepts in a more clear way; make class better combined with industry experience
- 2** Strengths: Good choices for discussion
Suggestions for Improvement: Project was too intense in term of amount of time require to complete it. May be start the project a bit earlier into more sub-section.
- 3** Strengths: Helps the students understand the material easily. Induces questions and warns the students about pitfalls.
Suggestions for Improvement: more entertaining stories!

Annotations on the page include:

- A bracket on the left side groups "Instructor, subject, and catalog information" and "Click to select question".
- A bracket on the right side groups "Course title, total course enrollment, and how many students evaluated the course" and "Click filter options".
- A bracket at the bottom left groups "Comments of student evaluators for selected question" and "Click to see entire evaluation".

To access the Comment Summary page:

From the My Courses page, click “View” under Comments for one of your courses. From any Evaluation Summary page, click “Comment Summary” at the top of the page.

To use the Comment Summary page:

| To... | Do this... |
|--|--|
| Select the comments question you want to see responses to | In the View Question part of the page, click the number of the question. |
| Filter the information displayed | In the Filter Responses part of the page, click the boxes to toggle the display on or off for the corresponding responses. |
| See the entire evaluation corresponding to a particular comment | Click the number (in the far left of the row) of the comment. Then see, “Seeing the evaluation responses of individual students” on page 7 . |
| Go to the Ratings Summary page | Click “Ratings Summary” at the top of the page. Then see, “Seeing your teaching ratings summary” on page 3 . |
| Go to the Individual Responses page | Click “Individual Responses” at the top of the page. Then see, “Seeing the evaluation responses of individual students” on page 7 . |
| Access course evaluation information for your school or department (if authorized) | Choose Report Browser from the Reports menu. Then see, “Seeing the course evaluations of your school and/or department” on page 9 . |

Seeing the evaluation responses of individual students

You can use WDYT to see the evaluation responses of individual students for each of the courses you taught. This data is completely anonymous. The information you see on the individual response page has been customized for your school based on your evaluation questions.

The screenshot shows a web-based course evaluation system. At the top, there's a navigation bar with links for Home, Reports, Configuration, Welcome, Help, and Log Out. The main content area displays a summary for a course titled "The U.S. in the 20th Century" with 15 students evaluated. It includes sections for teaching evaluation, overall ratings, and student comments. A large bracket on the left groups the top section as "Instructor, subject, and catalog information". Another bracket groups the middle section as "Demographic information about the student's evaluator". A third bracket groups the bottom section as "Student's evaluation answers". Callouts point from these brackets to specific parts of the interface: one points to the course title and enrollment; another points to the student's demographic information; and a third points to the student's evaluation answers.

Instructor, subject, and catalog information

Demographic information about the student's evaluator

Student's evaluation answers

Course title, total course enrollment, and how many students evaluated the course

Teaching Evaluation Summary (Summer 2008)

Instructor: McDonald, Melissa
Subject: Hist
Catalog & Section: 327

Course Title: The U.S. in the 20th Century
Enrollment: 15 Responses Incl Declines: 15 (Declined: 0)

Evaluator 1 of 15 Next Respondent »

| Year | Masters |
|---|------------|
| Area of study | Undecided |
| Reason(s) for taking this course | Reputation |
| Attendance | < 20% |
| Expected grade | C/R/S |
| Time spent on course work outside class | |
| % that was valuable | 80-100% |

Overall Ratings

| | Poor | Fair | Good | Very Good | Excellent | N/A |
|-----------------------------------|-----------------------|----------------------------------|----------------------------------|-----------------------|-----------------------|----------------------------------|
| The quality of the course content | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> |
| The instructor's teaching | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Instructor's Organization and Clarity

| | Poor | Fair | Good | Very Good | Excellent | N/A |
|--|----------------------------------|----------------------------------|----------------------------------|-----------------------|----------------------------------|----------------------------------|
| Set out and met clear objectives announced for the course | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Displayed thorough knowledge of course material | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> |
| Explained concepts clearly | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Distinguished between more important and less important topics | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Presented material at an appropriate pace | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> | <input type="radio"/> |

Please comment on the individual instructors with regard to effectiveness and attitude toward students:

Strengths
Great!

Suggestions for Improvement
deliver the concepts in a more clear way; make class better combined with industry exprience

Please comment on the strengths and weaknesses, if any, of the textbook(s) and reading(s). What materials were most and least valuable? Why?

Strengths
The portfolio article assignments were useful because they were from the real world.

Suggestions for Improvement
The coursenotes (the slides used in lecture) aren't very well outlined or organized, which makes it hard to find material when you want to come back to it.

Please comment on assignments and exams (difficulty, length, frequency, usefulness, and their success at testing conceptual understanding rather than recall):

Strengths
N/A

Suggestions for Improvement
Some homeworks and quizzes are overly conceptual, especially at the beginning of the quarter, which is quite daunting when faced with such new material.

Do you have any additional comments on the course over-all?

Strengths
Solid course with a good professor.

Suggestions for Improvement
Could have emphasized concepts with more structure so that it'll really stick. Also, choice of vocab units seemed a bit random.

Evaluator 1 of 15 Next Respondent »

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To access the Individual Responses page:

From the My Course Evaluations page, click “View” under Responses for one of your courses. From any Evaluation Summary page, click “Individual Responses” at the top of the page.

To use the Individual Responses page:

| To... | Do this... |
|--|--|
| Go to the evaluation responses of the next student evaluator | Click “Next Respondent” at the top or bottom of the page. |
| Go to the evaluation responses of the previous student evaluator | Click “Previous Respondent” at the top or bottom of the page. |
| Generate a PDF of the currently viewed evaluation responses | Click “View as PDF” at the top of the page. |
| Generate a PDF summary report for all evaluation responses | Click “Bulk PDF Download” at the top of the page. |
| Go to the Ratings Summary page | Click “Ratings Summary” at the top of the page. Then see, “Seeing your teaching ratings summary” on page 3. |
| Go to the Comment Summary page | Click “Comment Summary” at the top of the page. Then see, “Seeing the comments students made about your courses” on page 5. |
| Access course evaluation information for your school or department (if authorized) | Choose Report Browser from the Reports menu. Then see, “Seeing the course evaluations of your school and/or department” on page 9. |

Seeing the course evaluations of your school and/or department

If authorized to do so, you can use WDYT to see the evaluations for selected groups of courses in your school and/or department. Access of this type is typically restricted to department heads or deans.

To access and use the Report Browser page:

- 1 Choose “Report Browser” from the Reports menu.

The screenshot shows the CollegeNET Report Browser interface. At the top, there's a navigation bar with links for Home, Reports, Configuration, Welcome, Help, and Log Out. The main title is "Report Browser". Below the title, a message says "Please select a course evaluation report to view." There are five dropdown menus for filtering: Term, School, Department, Instructor, and Course. The "Term" dropdown is set to "All (4 terms)" and has "Satellite Campus Fall 2012" selected. The "School" dropdown is set to "All (3 schools)" and has "Business Administration" selected. The "Department" dropdown is set to "All (3 departments)" and has "Information Systems" selected. The "Instructor" dropdown is set to "Warford, Bryan". The "Course" dropdown is empty. Below these filters is a search bar with a "Go" button and a "Reset" button. To the left of the filters, a callout points to the "Term" dropdown with the text "Select entries to filter course group list". To the right of the filters, another callout points to the "Course" dropdown with the text "Navigate to the course for which you want to view evaluation information". Below the filters is a table titled "Page 1 of 1" showing course data. The table has columns for Term, Course, Instructor, and Action. The data in the table is as follows:

| Term | Course | Instructor | Action |
|----------------------------|--|----------------|---|
| Satellite Campus Fall 2012 | IS111LEC Fundamental Computer Concepts | Warford, Bryan | View <input type="checkbox"/> |
| Satellite Campus Fall 2012 | IS380LEC Data Communications | Warford, Bryan | View <input type="checkbox"/> |
| Satellite Campus Fall 2012 | IS415LEC Database Management | Warford, Bryan | View <input type="checkbox"/> |
| Satellite Campus Fall 2012 | IS419LEC Web Application Development | Warford, Bryan | View <input type="checkbox"/> |

A callout to the left of the table points to the first row with the text "List of courses in the selected course group". A callout to the right of the table points to the "Action" column with the text "Click to view evaluation information for a course". At the bottom of the page, a footer note says "WhatDoYouThink?® Online Course Evaluation System is a registered trademark of CollegeNET, Inc © 2012 | Help".

- 2 Select the group of courses you’re interested in by choosing the appropriate entries from the lists visible in the browser. These lists have been customized for your school.

In the example above, the user has selected to view data for courses which match the following criteria:

- The term is Satellite Campus Fall 2012
- The school is Business Administration
- The department is Information Systems

- 3 Locate a course whose evaluation information you want to view. Use the navigation controls above the list as needed to locate the course in the list.
 - [**<<**](#) takes you to the beginning of the list
 - [**>>**](#) takes you to the end of the list
 - [**<**](#) takes you to the previous page in the list
 - [**>**](#) takes you to the next page in the list
 - each **number** takes you to the corresponding page in the list
- 4 Click the course's "View" link to go to the Ratings Summary page for the course.
- 5 From here, you can:
 - View ratings summary details (see "["Seeing your teaching ratings summary" on page 3](#) below.
 - See the comments students made about the course (see "["Seeing the comments students made about your courses" on page 5](#))
 - See individual student evaluation responses (see "["Seeing the evaluation responses of individual students" on page 7](#))
- 6 After you've viewed the course evaluation information, close the page to return to the Report Browser page.
- 7 Repeat steps 3 - 6 to see evaluation results for other courses in this group.
- 8 Repeat steps 2 - 6 to see evaluation results for other groups.

Creating and editing evaluation questions

You can use WDYT to create and edit evaluation questions for the courses you teach. If you're authorized to do so, "My Questions" appears as a top level item.

To add evaluation questions for your courses:

- 1 Click "My Questions" to go to the My Questions page. This page allows you to create and edit the questions you want to appear on one or more of your course evaluations for a specified term.

The screenshot shows the 'My Questions' page from the CollegeNET platform. The interface is divided into several sections:

- Choose term:** A dropdown menu set to "Fall 2012" and a button labeled "create/edit questions".
- Create questions:** A section for creating new questions. It includes a text input field for "Question Text", an abbreviation field, and a quantitative answer set with radio buttons for 1 through 10. Below this are checkboxes for "Above Average", "Average", and "Below Average", and a scale from "Poor" to "Excellent". Buttons for "Save" and "cancel" are at the bottom.
- Apply To:** A checkbox labeled "Hist 201 History of the United States" which is checked.
- Your Courses:** A section displaying questions for specific courses. It shows "Instructor's Questions : Hist 201 History of the United States" and three numbered questions:
 - Question 1: "How would you rate the research facilities?" with a radio button for each rating from Poor to N/A, and buttons for "edit text", "up ^", and "X".
 - Question 2: "Which materials were best organized to allowing you to quickly finding answers to your questions?" with a text input field, a radio button for "Very Good", and buttons for "edit text", "up ^", and "X".
 - Question 3: "Nuther Kwestshun" with a radio button for each rating from Poor to N/A, and buttons for "edit text", "up ^", and "X".

At the bottom of the page, a footer note reads: "WhatDoYouThink?® Online Course Evaluation System is a registered trademark of CollegeNET, Inc © 2012 | Help".

- 2 Choose the term for which you want to create questions. By default, the system displays course information for the current term, but you can change the term to add questions for a different term. To do so:
 - a Select the term from the drop-down list. The list includes only the current and future terms that have been defined by your WDYT System Administrator.
 - b Click the “create/edit questions” button.
- 3 Create a question:
 - a Enter the text of the question in the Question Text box.
 - b Enter an abbreviation for the question; this will display in evaluation reports.
 - c Select the question type.

Create Questions

Use this section to create questions that you wish to appear in one or more of your courses. Type in the text, and select which courses you want it to appear in on the menu to the right. Once the questions are created they are separate questions, e.g. editing the question in one course will not affect the question in other courses. You may add up to 10 questions per course.

| | |
|--|---|
| Enter question text → | <input type="text" value="Question Text"/> |
| Enter question abbreviation → | <input type="text" value="Abbreviation (for report display)"/> |
| Select question type → | Question Type: Quantitative <input checked="" type="radio"/> Written Answer: <input type="radio"/> Quantitative Answer Set: 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5 <input type="radio"/> 6 <input type="radio"/> 7 <input type="radio"/> 8 <input type="radio"/> 9 <input type="radio"/> 10 <input type="radio"/> Above Average <input type="radio"/> Average <input type="radio"/> Below Average <input type="radio"/> Poor <input type="radio"/> Fair <input type="radio"/> Good <input type="radio"/> Very Good <input type="radio"/> Excellent <input type="radio"/> N/A <input type="radio"/> |
| <input type="button" value="Save"/> <input type="button" value="cancel"/> | |
| Apply To <input checked="" type="checkbox"/> Hist 201 History of the United States | |

- d Select a quantitative answer set. This set applies to all of the quantitative questions you define in this section.
- e Check the courses this question applies to.
- f Click “Save”. The question you created now appears in the Your Courses area of the page below each of the courses you selected in step c.

Create Questions

Use this section to create questions that you wish to appear in one or more of your courses. Type in the text, and select which courses you want it to appear in on the menu to the right. Once the questions are created they are separate questions, e.g. editing the question in one course will not affect the question in other courses. You may add up to 10 questions per course.

| | |
|---|---|
| Select a quantitative answer set → | Question Text: <input type="text"/> Abbreviation (for report display): <input type="text"/> Question Type: Quantitative <input checked="" type="radio"/> Written Answer: <input type="radio"/> Quantitative Answer Set: 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5 <input type="radio"/> 6 <input type="radio"/> 7 <input type="radio"/> 8 <input type="radio"/> 9 <input type="radio"/> 10 <input type="radio"/> Above Average <input type="radio"/> Average <input type="radio"/> Below Average <input type="radio"/> Poor <input type="radio"/> Fair <input type="radio"/> Good <input type="radio"/> Very Good <input type="radio"/> Excellent <input type="radio"/> N/A <input type="radio"/> |
| Click Save → | <input type="button" value="Save"/> <input type="button" value="cancel"/> |
| Check courses question applies to <input checked="" type="checkbox"/> Hist 201 History of the United States | |

- 4 Repeat step 3 for each additional question you wish to create.

To edit the text or change the presentation order of an evaluation question:

Once you've created evaluation questions, you can edit each question as needed and, for courses with multiple questions, change the order in which the questions are presented.

1 Click the “edit question” button next to the question you want to edit.

2 To change the question text:

a Click the “edit text” button.

Your Courses

This section displays the questions for each of your courses as they will appear on the evaluation form.

Instructor's Questions : SOC 114 Intro to Sociology 4

| | E | VG | G | F | P | NA | |
|---|---------------------------------------|---|---------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 1. How would you rate the subject matter knowledge of the instructor? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| | <input type="button" value="cancel"/> | <input style="border: 2px solid red; border-radius: 50%; padding: 2px; width: 20px; height: 20px; text-align: center; font-size: small; margin-right: 5px;" type="button" value="edit text"/> | <input type="button" value="delete"/> | | | | |

b Edit the text.

c Click Save.

Your Courses

This section displays the questions for each of your courses as they will appear on the evaluation form.

Instructor's Questions : SOC 114 Intro to Sociology 4

| | E | VG | G | F | P | NA | |
|---|---------------------------------------|--|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| How would you rate the instructor's subject matter knowledge? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| | <input type="button" value="cancel"/> | <input style="border: 2px solid red; border-radius: 50%; padding: 2px; width: 20px; height: 20px; text-align: center; font-size: small; margin-right: 5px;" type="button" value="Save"/> | | | | | |

To change the question's presentation order:

a Click the “up^” button to move the question one place higher in the order. As you do this, the other questions are automatically repositioned.

Your Courses

This section displays the questions for each of your courses as they will appear on the evaluation form.

Instructor's Questions : SOC 114 Intro to Sociology 4

| | E | VG | G | F | P | NA | |
|--|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|---|
| 1. How would you rate the subject matter knowledge of the instructor? | <input type="radio"/> | <input type="button" value="edit question"/> |
| 2. What is your opinion of the amount of time allotted for discussion? | <input type="radio"/> | <input type="button" value="edit question"/> |
| 3. How would you rate the course materials? | <input type="radio"/> | <input type="button" value="cancel"/> <input type="button" value="edit text"/> <input style="border: 2px solid red; border-radius: 50%; padding: 2px; width: 20px; height: 20px; text-align: center; font-size: small; margin-right: 5px;" type="button" value="up ^"/> <input type="button" value="delete"/> |

b To move the question up further, click its “edit question” button, and repeat step a.

To delete an evaluation question:

1 Click the “edit question” button next to the question you want to delete.

2 Click the “delete” button.

When you're done creating and editing questions, click “Home” at the top of the page.

Viewing evaluation forms for current and past terms

You can use WDYT configuration tools to view evaluation forms of each type as they appear for the current term and as they appeared in past terms, including any adaptively displayed sections of each form. Adaptively displayed sections are normally questions that only appear for specific departments or certain courses, e.g. rating the lab conditions for any courses offered by the biology department or describing facility access for a course offered at a remote location.

Viewing an evaluation form by type and term:

- 1 Choose Forms from the Configuration menu.
- 2 Select the Form and Term you want to view.
- 3 Click Update Display.
- 4 If you have portions of the form that are adaptively displayed, select the school, department, course, and/or instructor that the adaptively displayed sections pertain to, and click Update View to see the adaptively displayed parts of the form.

The screenshot shows the CollegeNET interface for viewing course evaluations. At the top, there's a navigation bar with links for Home, Reports, Configuration, and user information (Welcome, Albus Dumbledore! | Help | Log Out). Below the navigation is a title 'CollegeNET' and a sub-section title 'Online Course Evaluations Forms'. A form is displayed with dropdown menus for 'Form' (set to 'Main Form'), 'Term' (set to 'Fall 2012'), and 'School', 'Department', 'Course', and 'Instructor' (all empty). Below the form are two buttons: 'Update Display' (highlighted in blue) and 'Download Questions'. At the bottom of the page, there's a copyright notice: '© CollegeNET, Inc. | Help'.

- 5 When you're done viewing the form, click your browser's back button.

You can download all of your questions in Microsoft Excel format by clicking Download Questions.

Seeing summary reports

If authorized to do so, you can use WDYT to see summary reports for selected terms, divisions, departments, subjects, and catalog numbers.

Accessing and use the Summary Reports page:

- 1 Choose Summary Reports from the Reports menu.

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Summary Reports

| Term | Division | Department | Subject | Catalog Number |
|-------------|-------------|-----------------|--------------|----------------|
| Spring 2012 | All Schools | All Departments | All Subjects | All Numbers |

Select Form

Main Form

Process Report

(Summary Reports Information text)

Select Term, Division, Department, Subject and Catalog Number as desired

Select form type

Run report

- 2 Select the group of courses and evaluation form type you want included in the report from the drop-down lists. These lists have been customized for your school.
- 3 Click Process Report. The report is generated and displayed, as shown in the following example.

The screenshot shows the CollegeNET interface for generating summary reports. At the top, there's a navigation bar with links for Home, Reports (selected), Configuration, and user information (Welcome, Albus Dumbledore! | Help | Log Out). Below the navigation is the title "Summary Reports". The main content area contains a table for "The Teacher" and another for "The Student", both listing evaluation questions and their corresponding responses.

The Teacher

| Question | Number of Responses | Agree | Neither Agree Nor Disagree | Disagree | Does Not Apply | Mean |
|---|---------------------|-------|----------------------------|----------|----------------|------|
| Comes to class prepared and meets deadlines for online materials/interactions, if appropriate. | 4774 | 86% | 5% | 2% | 7% | 4.82 |
| Directs class time activities for the best use of time, including any online learning activities. | 4776 | 85% | 7% | 4% | 5% | 4.70 |
| Demonstrates enthusiasm for the subject matter and for teaching. | 4766 | 89% | 6% | 2% | 3% | 4.78 |
| Appears knowledgeable and current in the subject matter of this course. | 4772 | 92% | 5% | 2% | 2% | 4.84 |
| Clearly defines and communicates learning outcomes and expectations for performance. | 4770 | 88% | 7% | 4% | 1% | 4.69 |
| Provides explanations that are clear and understandable. | 4769 | 84% | 8% | 6% | 2% | 4.59 |
| Encourages participation and keeps students engaged throughout the class, including online materials, if appropriate. | 4770 | 86% | 7% | 4% | 3% | 4.66 |
| Checks to see that students understand before introducing new material. | 4770 | 77% | 12% | 7% | 5% | 4.48 |
| Encourages critical thinking, problem-solving and application of learning, in addition to recall of facts | 4776 | 86% | 7% | 3% | 4% | 4.73 |
| Provides timely feedback throughout the term. | 4763 | 86% | 7% | 5% | 2% | 4.66 |
| Treats all students fairly, respectfully, and does not discriminate. | 4755 | 90% | 5% | 2% | 3% | 4.80 |
| Uses evaluation and/or testing procedures that seem reasonable and fair. | 4755 | 89% | 6% | 4% | 2% | 4.73 |
| Is available to meet with students outside of class and/or follows up with contact. | 4756 | 81% | 11% | 3% | 5% | 4.66 |

The Student

| | | | | | | |
|---|------|-----|----|----|----|------|
| I was rarely absent. | 4778 | 85% | 7% | 2% | 6% | 4.76 |
| I completed the required assignments. | 4773 | 92% | 5% | 2% | 1% | 4.83 |
| I was adequately prepared to meet the requirements of this class. | 4709 | 92% | 5% | 2% | 1% | 4.83 |

Total Evaluations Declined: 0

Note: Total may not equal 100% due to rounding

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For each evaluation question, the default report shows:

- The number of responses
- The percentage of responses in each of the rating categories.
- The mean of the ratings responses

You institution may have additional custom information displayed on this report.

Searching for evaluation results by course

You can use WDYT report tools to search for evaluation results by course subject, course number or by instructor.

Accessing the Course Search page:

Choose Course Search from the Reports menu.

The screenshot shows the CollegeNET interface with the 'Course Search' page selected. The top navigation bar includes links for Home, Reports, Configuration, and user information. The main content area is titled 'Course Search' and contains two search forms. The first form, 'Search By Subject & Course Number', has dropdown menus for 'Subject' and 'Course Number'. The second form, 'Search By Instructor', has a dropdown menu for 'select instructor'. Annotations with arrows point to each form: 'Select subject' points to the 'Subject' dropdown, 'Select course number' points to the 'Course Number' dropdown, and 'Select instructor' points to the 'select instructor' dropdown.

Using the Course Search page:

Do one of the following:

Search by course subject code and a course number

The lists of subject codes and course numbers have been customized for your school. If there are evaluation search results available they will be displayed.

Search by instructor.

The list of instructors has been customized for your school. If there are evaluation search results available they will be displayed.

Course subject code and course number search

The report for a subject and course number search shows the following for each of the course's instructors:

- Instructor name and course title
- Course term
- Average response value for each quantitative question
- Total number of evaluations
- Text for each qualitative question

The screenshot shows the CollegeNET Course Search interface. At the top, there are two search boxes: "Search By Subject & Course Number" (Subject: WR, Course Number: 122) and "Search By Instructor" (select instructor). Below these is a table of evaluation results with columns for Instructor, Title, Term, and various quantitative questions (Q1-Q13) along with the "# of Evals". The table lists numerous instructors and their corresponding course titles and average response values for each question. At the bottom of the page, there is a legend explaining the meaning of the numbers in the evaluation columns.

| Instructor | Title | Term | Q1 | Q2 | Q3 | Q4 | Q5 | Q6 | Q7 | Q8 | Q9 | Q10 | Q11 | Q12 | Q13 | # of Evals |
|----------------------|------------------------|-------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------------|
| Aguirre, Edward A | English Composition II | Spring 2012 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 3 |
| Aguirre, Edward A | English Composition II | Spring 2012 | 4.0 | 5.0 | 4.0 | 4.0 | 3.0 | 4.0 | 5.0 | 4.0 | 3.0 | 4.0 | 5.0 | 4.0 | 2 | |
| Albrecht, Jason M | English Composition II | Spring 2012 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 8 |
| Albrecht, Jason M | English Composition II | Spring 2012 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 4 |
| Benally, Lisa W | English Composition II | Spring 2012 | 4.3 | 5.0 | 5.0 | 5.0 | 5.0 | 4.5 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 3 |
| Hampton, Ronald J | English Composition II | Spring 2012 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 4.3 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 3 |
| Hampton, Ronald J | English Composition II | Spring 2012 | 5.0 | 4.2 | 4.3 | 4.3 | 4.2 | 4.0 | 2.6 | 4.7 | 4.7 | 3.5 | 4.3 | 5.0 | 6 | |
| Harris, Peter E | English Composition II | Spring 2012 | 4.7 | 5.0 | 5.0 | 4.7 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 4.7 | 5.0 | 5.0 | 5.0 | 6 |
| Jackson, John J | English Composition II | Spring 2012 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 4 |
| Kidd, Gary M | English Composition II | Spring 2012 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 2 |
| Kidd, Gary M | English Composition II | Spring 2012 | 3.0 | 5.0 | 3.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 1.0 | 5.0 | 5.0 | 5.0 | 5.0 | 1 |
| Lewis, Charles W | English Composition II | Spring 2012 | 4.5 | 4.4 | 4.5 | 5.0 | 5.0 | 4.5 | 4.8 | 4.5 | 5.0 | 4.8 | 5.0 | 5.0 | 5.0 | 8 |
| Magness, Scott R | English Composition II | Spring 2012 | 4.3 | 4.0 | 4.5 | 4.5 | 4.3 | 4.0 | 4.5 | 3.5 | 4.5 | 4.5 | 4.5 | 4.5 | 4.5 | 4 |
| Magness, Scott R | English Composition II | Spring 2012 | 4.6 | 3.8 | 4.6 | 4.2 | 4.2 | 3.8 | 4.2 | 3.8 | 4.6 | 4.6 | 4.2 | 4.6 | 4.6 | 5 |
| Partida, Marie P | English Composition II | Spring 2012 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 3 |
| Rasmussen, Lenora R | English Composition II | Spring 2012 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 7 |
| Raymond, Carl D | English Composition II | Spring 2012 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 1 |
| Summerlin, Darrell J | English Composition II | Spring 2012 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 12 |
| Walko, Tiffanie K | English Composition II | Spring 2012 | 4.2 | 4.0 | 4.3 | 3.7 | 3.0 | 2.6 | 4.3 | 3.4 | 4.0 | 4.2 | 3.7 | 3.8 | 3.3 | 6 |
| Webb, Catherine T | English Composition II | Spring 2012 | 4.4 | 3.0 | 4.4 | 4.8 | 3.2 | 3.2 | 3.4 | 3.2 | 4.4 | 4.0 | 3.6 | 4.8 | 4.4 | 10 |
| Winebarger, Sharon E | English Composition II | Spring 2012 | 4.4 | 4.3 | 4.5 | 4.9 | 4.4 | 4.3 | 4.8 | 4.6 | 4.8 | 4.3 | 4.6 | 4.8 | 4.6 | 17 |

Q1: Comes to class prepared and meets deadlines for online materials/interactions, if appropriate.
 Q2: Directs class time activities for the best use of time, including any online learning activities.
 Q3: Demonstrates enthusiasm for the subject matter and for teaching.
 Q4: Appears knowledgeable and current in the subject matter of this course.
 Q5: Clearly defines and communicates learning outcomes and expectations for performance.
 Q6: Provides explanations that are clear and understandable.
 Q7: Encourages participation and keeps students engaged throughout the class, including online materials, if appropriate.
 Q8: Checks to see that students understand before introducing new material.
 Q9: Encourages critical thinking, problem-solving and application of learning, in addition to recall of facts.
 Q10: Provides timely feedback throughout the term.
 Q11: Treats all students fairly, respectfully, and does not discriminate.
 Q12: Uses evaluation and/or testing procedures that seem reasonable and fair.
 Q13: Is available to meet with students outside of class and/or follows up with contact.

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Searching for evaluation results by instructor:

The report for an instructor shows for each of the instructors courses:

- Course subject, course number and title
- Course term
- Average response value for each quantitative question
- Total number of evaluations
- Text of each qualitative question

The screenshot shows the CollegeNET interface with the following elements:

- Header:** CollegeNET, WhatDoYouThink?, Welcome, Albus Dumbledore | Help | Log Out.
- Navigation:** Home, Reports, Configuration.
- Title:** Course Search.
- Search Options:**
 - Search By Subject & Course Number: Subject dropdown (select subject), Course Number dropdown (select course #).
 - OR -
 - Search By Instructor: Instructor dropdown (Albrecht, Jason M).
- Results Table:**

| Subject | Number | Title | Term | Q1 | Q2 | Q3 | Q4 | Q5 | Q6 | Q7 | Q8 | Q9 | Q10 | Q11 | Q12 | Q13 | # of Evals |
|---------|--------|------------------------|-------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------------|
| WR | 122 | English Composition II | Spring 2012 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 8 |
| WR | 122 | English Composition II | Spring 2012 | 5.0 | 5.0 | 5.0 | 5.0 | 4.5 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 5.0 | 4 |
- Footnote:** Q1: Comes to class prepared and meets deadlines for online materials/interactions, if appropriate. Q2: Directs class time activities for the best use of time, including any online learning activities. Q3: Demonstrates enthusiasm for the subject matter and for teaching. Q4: Appears knowledgeable and current in the subject matter of this course. Q5: Clearly defines and communicates learning outcomes and expectations for performance. Q6: Provides explanations that are clear and understandable. Q7: Encourages participation and keeps students engaged throughout the class, including online materials, if appropriate. Q8: Checks to see that students understand before introducing new material. Q9: Encourages critical thinking, problem-solving and application of learning, in addition to recall of facts. Q10: Provides timely feedback throughout the term. Q11: Treats all students fairly, respectfully, and does not discriminate. Q12: Uses evaluation and/or testing procedures that seem reasonable and fair. Q13: Is available to meet with students outside of class and/or follows up with contact.
- Page Footer:** WhatDoYouThink?® Online Course Evaluation System is a registered trademark of CollegeNET, Inc © 2012 | Help

Viewing the Means Roll-up

You can use WDYT report tools to view the aggregated average values for a school, department, subject, course or instructor.

Accessing the Means Roll-up page:

Select Means Rollup from the Reports menu.

Means Rollup

Select category value(s) →

| School | Department | Subject | Catalog | Instructor |
|-------------|------------|---------|---------|------------|
| All schools | | | | |

Process Report ← Click to return results

Using the Means Roll-up page:

- 1 Select values for the categories of interest. In the example below the user wants to see the means roll up for the entire Engineering School.
- 2 Click Process Report to return a table with results.

Means Rollup

Select category value(s) →

| School | Department | Subject | Catalog | Instructor |
|-------------|-----------------|---------|---------|------------|
| Engineering | All departments | | | |

Process Report ← Click to return results

| Term | Department | Answer Count | Evaluator Count | Mean |
|-------------|--------------------------------------|--------------|-----------------|------|
| Spring 2012 | Apprentice Program | 125 | 8 | 4.79 |
| Spring 2012 | Automotive Technology | 594 | 38 | 4.96 |
| Spring 2012 | Computer Science | 7035 | 443 | 4.53 |
| Spring 2012 | Computer Science | 7035 | 443 | 4.53 |
| Spring 2012 | Construction | 508 | 32 | 4.84 |
| Spring 2012 | Diesel Technology | 335 | 21 | 4.83 |
| Spring 2012 | Electronics | 670 | 42 | 4.75 |
| Spring 2012 | Fire Science | 368 | 23 | 4.90 |
| Spring 2012 | Manufacturing Engineering Technology | 666 | 42 | 4.78 |
| Spring 2012 | Welding | 954 | 60 | 4.85 |
| | | | | 4.85 |

Average for all records displayed ←

Using Instructor Reports

You can use the WDYT report tools to view the qualitative comments and average response values for an instructor by term for a specific evaluation form.

Accessing the Instructor Reports page:

Select Instructor Reports from the Reports menu.

Using the Instructor Reports page:

- 1 Select instructor, term and form from the drop down lists.
- 2 Click “Process Report” to return results.
- 3 Click “View as PDF” to generate a PDF of the report, if desired.

The screenshot shows the CollegeNET Instructor Reports interface. At the top, there's a navigation bar with links for Home, Reports, Configuration, and user information (Welcome, Albus Dumbledore! | Help | Log Out). Below the navigation is the title "Instructor Reports". On the left, there's a sidebar with sections for "Quantitative responses" and "Qualitative responses". The main content area displays a table of quantitative responses for an instructor named "Allison, Ralph S" over the term "Spring 2012" using the "Main Form". The table has columns for "Question", "Number of Responses", and "Mean". One row in the table is highlighted with a blue background, showing a mean of 4.86. To the right of the table, there's a link to "View as PDF". At the bottom of the page, there's a section for "Please provide any additional comments here." containing two paragraphs of student feedback.

| Question | Number of Responses | Mean |
|---|---------------------|-------------|
| The Teacher | 71 | 4.86 |
| Comes to class prepared and meets deadlines for online materials/interactions, if appropriate. | 5 | 5.00 |
| Directs class time activities for the best use of time, including any online learning activities. | 5 | 5.00 |
| Demonstrates enthusiasm for the subject matter and for teaching. | 6 | 5.00 |
| Appears knowledgeable and current in the subject matter of this course. | 5 | 5.00 |
| Clearly defines and communicates learning outcomes and expectations for performance. | 6 | 5.00 |
| Provides explanations that are clear and understandable. | 6 | 5.00 |
| Encourages participation and keeps students engaged throughout the class, including online materials, if appropriate. | 6 | 5.00 |
| Checks to see that students understand before introducing new material. | 5 | 5.00 |
| Encourages critical thinking, problem-solving and application of learning, in addition to recall of facts | 5 | 5.00 |
| Provides timely feedback throughout the term. | 6 | 4.67 |
| Treats all students fairly, respectfully, and does not discriminate. | 5 | 5.00 |
| Uses evaluation and/or testing procedures that seem reasonable and fair. | 6 | 4.33 |
| Is available to meet with students outside of class and/or follows up with contact. | 5 | 4.20 |

Comments

Please provide any additional comments here.

The teacher did not have any office hours available, and did not give out his phone number. There are many points in the course where the instructions for the assignments can be misinterpreted, and some type of communication is necessary for the student to complete the assignment. More clearly written instructions would help as well as encouraging students to use the peer resource discussion board. Some kind of contact information is also vital.

He was very accommodating, was willing to work with me on projects, provided input. The weaknesses that I experienced were that he was slow sometimes about returning e-mails. There was no other way to contact him other than email. That was my one and only complaint, other than that I found him to be exceptional!

I really liked this instructor. He was very helpful and understanding and patient.

Using the Instructor Evaluation Summary

You can use the WDYT report tools to view the qualitative comments and average response values for an instructor by course across terms.

Accessing the Instructor Evaluation Summary page:

Choose Instructor Evaluation Summary from the Reports menu.

Using the Instructor Evaluation Summary page:

- 1 Enter part (at least three characters) of an instructors name, then click “search” to filter the instructor list.
- 2 Select an instructor from the list. Selecting an instructor will immediately display the available course evaluations for that instructor and blank the search box.

The screenshot shows the CollegeNET interface with the title "Instructor Evaluation Summary". On the left, there is a search bar with a placeholder "Enter part of an instructor's name" and a dropdown menu below it containing names like Chowdhury, Elizabeth B, Chowdhury, Marion J, Melanson, Nicholas J, Ochoa, Tammy C, and Zazzo, Nicholas. On the right, there is a note "Select an instructor from the list". At the bottom, there are buttons for "search" and "reset".

- 3 Select a Quarter/Year. You can select all semester/years by selecting the check box in the column header.

The screenshot shows the same interface as above, but now with a table below the search bar. The table has columns for "Quarter/Year" and "Course #/Title". It lists courses for Marion Chowdhury: Spring 2012 (Digital Graphic Design II), Spring 2012 (Production Graphics), and Spring 2012 (Web Graphics). A checkbox next to "Spring 2012" is checked. On the left, there is a note "Select a Quarter/Year" with an arrow pointing to the checkbox. On the right, there is a note "Click 'Process Report' to return results for your selections" with an arrow pointing to a button labeled "Process Report".

- 4 Click Process Report to return results for your selections.

- 5 Click “View as PDF” to generate a PDF of the report, if desired.

Instructor Evaluation Summary

Click “reset” to clear your search term, selection and results

View as PDF

Click View as PDF to see your report as a PDF file

| Marion Chowdhury | | |
|-------------------------------------|--------------|---------------------------------|
| | Quarter/Year | Course #/Title |
| <input type="checkbox"/> | Spring 2012 | 220 / Digital Graphic Design II |
| <input checked="" type="checkbox"/> | Spring 2012 | 227 / Production Graphics |
| <input type="checkbox"/> | Spring 2012 | 260 / Web Graphics |

[Process Report](#)

| Category | Number of Responses | Mean |
|-------------|---------------------|------|
| The Teacher | 52 | 4.39 |

Comments

Please provide any additional comments here.

I have already put my heart, soul and two cents into my evaluation of my other (and all my classes) with Chris. Jokingly, but with respect, I will not praddle on (more than I already have). Chris is an outstanding teacher.. simply put.

I love chris. she is a wonderful instructor. I dont like that we dont follow the syllabus. Assignments and directions change on a daily basis so its often difficult to know what is expected and whats to be turned in. I also dont like tthe fact that the online tests we are taking are not accurate. I.E. In a match up of the definitions, which is nearly impossible to screw up especially when using open book open note and google all answers come out wrong. Very frustrating when you know you matched up the definitions word for word. Again chris is awesome i just wish there was more organization and thoroughness throughout the term.

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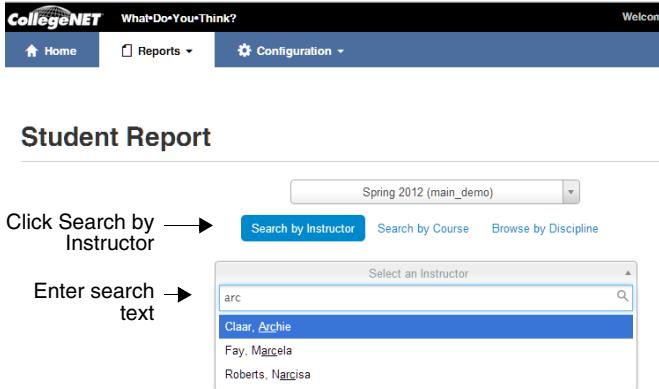
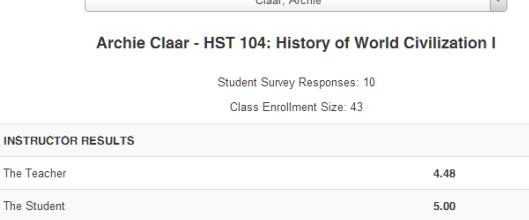
- 6 Click “reset” to clear your search term, selection and results, if desired.

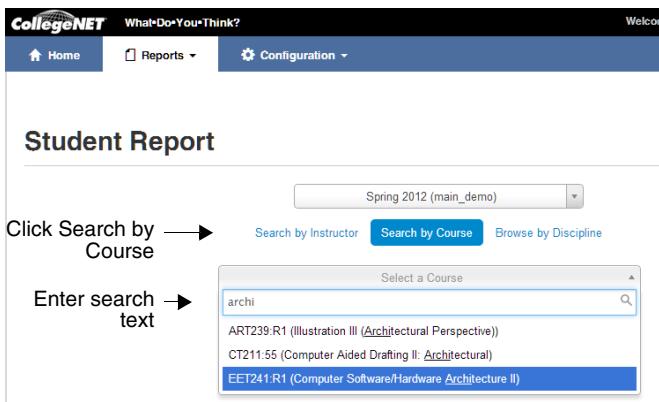
Using the Student Report

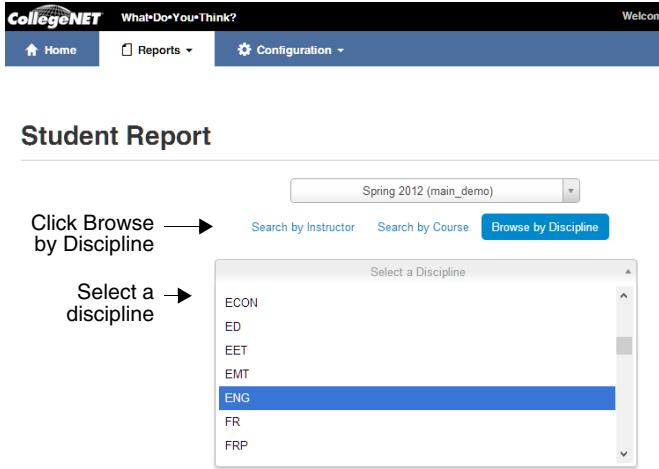
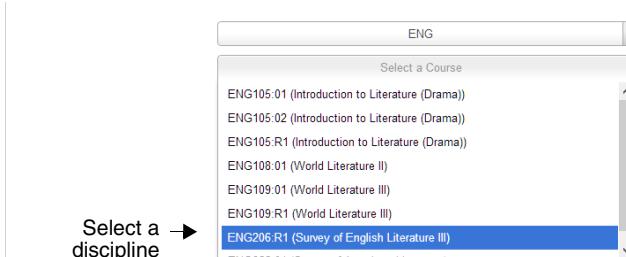
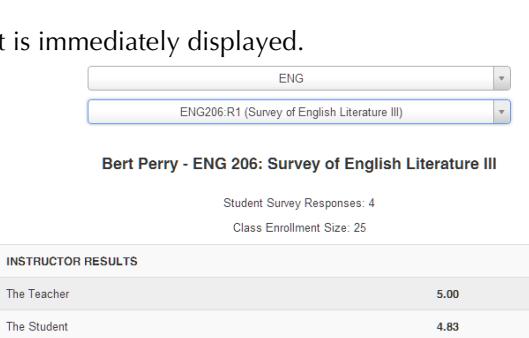
You can use WDYT to view the aggregated average values for an instructor.

Using the Student Report page:

- 1 Select Student Report from the Reports menu.
- 2 Select the term of interest.
- 3 Click Search by Instructor, Search by Course or Browse by Discipline.

| If you're... | Do this... |
|-------------------------|---|
| Searching by Instructor | <ol style="list-style-type: none"> 1 Click Search by Instructor 2 Click Select an Instructor and type at least three characters. Search results are immediately displayed.  <p>3 Select an instructor name from the search results. The report is displayed immediately</p>  |

| If you're... | Do this... | | | | | | |
|---------------------------------|---|--|--|-------------|------|-------------|------|
| Searching by Instructor (cont.) | <p>Note If the instructor taught more than one course in the term selected, a list of courses will be displayed. Click the course name to display the report</p>  <p>Spring 2012 (main_demo)</p> <p>Search by Instructor Search by Course Browse by Discipline</p> <p>Claar, Archie</p> <p>Archie Claar</p> <p>Select Course:</p> <p>Click the → course name to see the report</p> <p>HST 104: History of World Civilization I</p> <p>CG 144: Introduction to Assertiveness</p> | | | | | | |
| Searching by Course | <ol style="list-style-type: none"> 1 Click Search by Course 2 Click Select a Course and type at least three characters. Search results are immediately displayed.  <p>CollegeNET What Do You Think? Welcome</p> <p>Home Reports Configuration</p> <p>Student Report</p> <p>Spring 2012 (main_demo)</p> <p>Search by Instructor Search by Course Browse by Discipline</p> <p>Select a Course</p> <p>archi</p> <p>ART239-R1 (Illustration III (Architectural Perspective))</p> <p>CT211-55 (Computer Aided Drafting II: Architectural)</p> <p>EET241-R1 (Computer Software/Hardware Architecture II)</p> <p>Click Search by → Course</p> <p>Enter search → text</p> <p>3 Select a course name from the search results. The report is displayed immediately</p> <p>Archie Claar - HST 104: History of World Civilization I</p> <p>Student Survey Responses: 10 Class Enrollment Size: 43</p> <p>INSTRUCTOR RESULTS</p> <table border="1"> <thead> <tr> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>The Teacher</td> <td>4.48</td> </tr> <tr> <td>The Student</td> <td>5.00</td> </tr> </tbody> </table> | | | The Teacher | 4.48 | The Student | 5.00 |
| | | | | | | | |
| The Teacher | 4.48 | | | | | | |
| The Student | 5.00 | | | | | | |

| If you're... | Do this... |
|-----------------------------|---|
| Searching by Course (cont.) | Note If the course was taught by more than one instructor in the term selected, a list of instructors will be displayed. Click the instructor name to display the report |
| Browsing by Discipline | <p>1 Click Browse by Discipline</p> <p>2 Select a discipline from the Select a Discipline menu. .</p>  |
| | <p>3 Select a course name from the Select a Course menu.</p>  |
| | <p>The report is immediately displayed.</p>  |