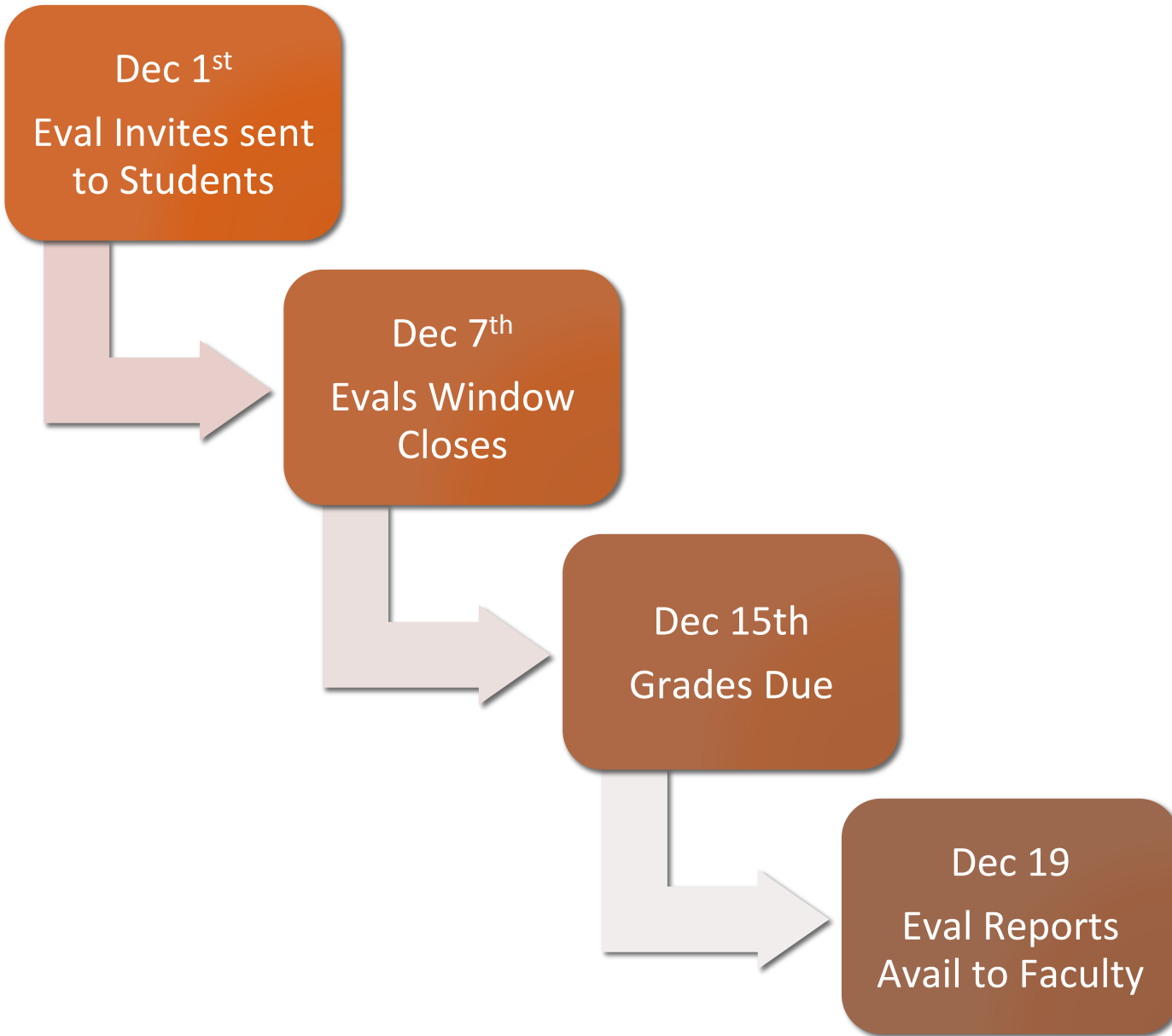


# On-Line Course Evaluations

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FALL 2014



# Student View

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# Ways to Take Evaluations

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- ◆ Email Invitation(s) with Unique Link
- ◆ Moodle
- ◆ MyOxy Gateway
- ◆ Download “Evaluation Kit” App on phone


# Email to Student

Dear Student,

It is time for the faculty's annual evaluation. Please click on [Login to Evalkit](#) (Note: This link should not be shared with others; it is unique to you.) to evaluate all your courses this semester

Survey Summary				
Course Code	Course Title	Start Date	End Date	Status
Research102	Research Methods	11/11/2014 12:00 AM	11/14/2014 12:00 AM	Not-Submitted <a href="#">Go To Survey</a>

Lists all courses and they click on each link



You may use the same URL above if you wish to answer your surveys through your mobile phone.

A Certificate of Completion will be sent to you for each course evaluation you complete. Your responses are due no later than December 3, 2014. Your responses will be treated as confidential.

Your input is a large part of your professors' annual evaluation. Your inputs and opinions are valuable to the continued success of the students of Occidental College.

Thank you.

# Moodle

Evaluation Kit pop-up screen prompts students to complete course evaluations once they login to Moodle



**Please Complete Your Course Evaluations**

Course evaluations are currently being conducted, and your feedback is important. Please take a moment and fill out the requested surveys, just click the below button and Go to Survey.

[Go To Survey](#)

# OR

## Moodle

### Support for Instructors

We offer on-line and in person support through the links below, the helpdesk, and open office hours. Look out for announcements about Fall hours coming soon.

[New Features of Moodle, Fall 2014](#)

[Quick Tour](#)

[Tutorials](#)

[Submit a Helpdesk Ticket](#)

[Course Reserves Request Form](#)

[Resources for New Students](#)

### EVALUATIONKIT USER ACCESS

[Take Course Evaluations](#)

### LATEST NEWS

[Add a new topic...](#)

[Moodle Downtime on 7/23 \[late night\]](#)

21 Jul, 10:23 Darren Hall

[Moodle Maintenance on 7/11-7/12](#)

3 Jul, 13:45 Darren Hall

[Moodle Upgrade / Downtime Early AM on June 7](#)

6 Jun, 08:10 Darren Hall

[Older topics ...](#)

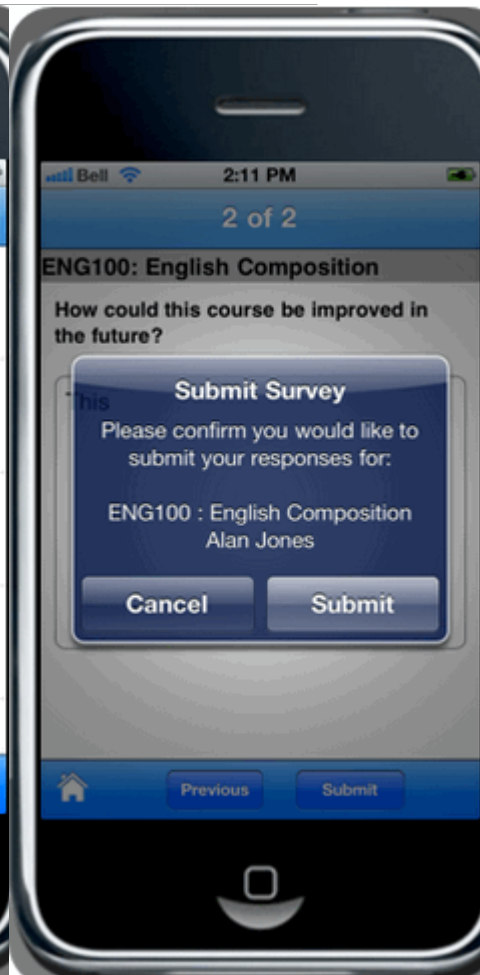
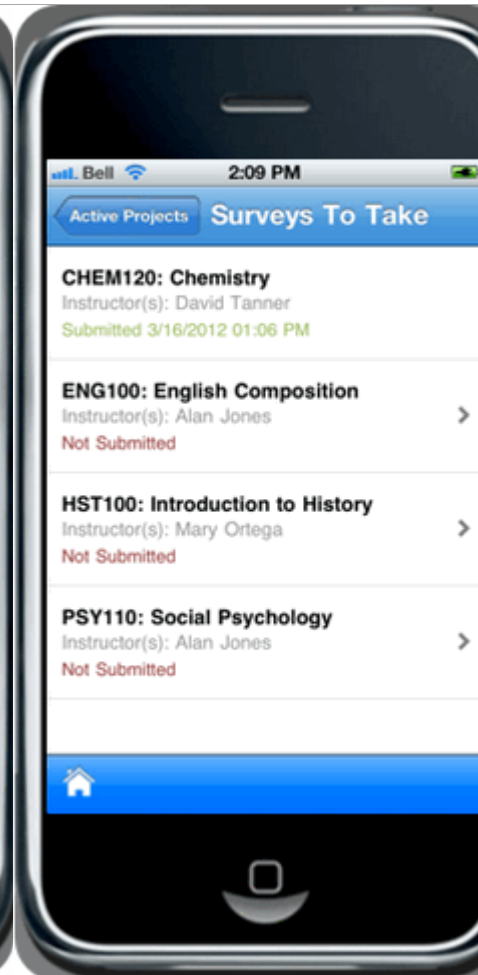
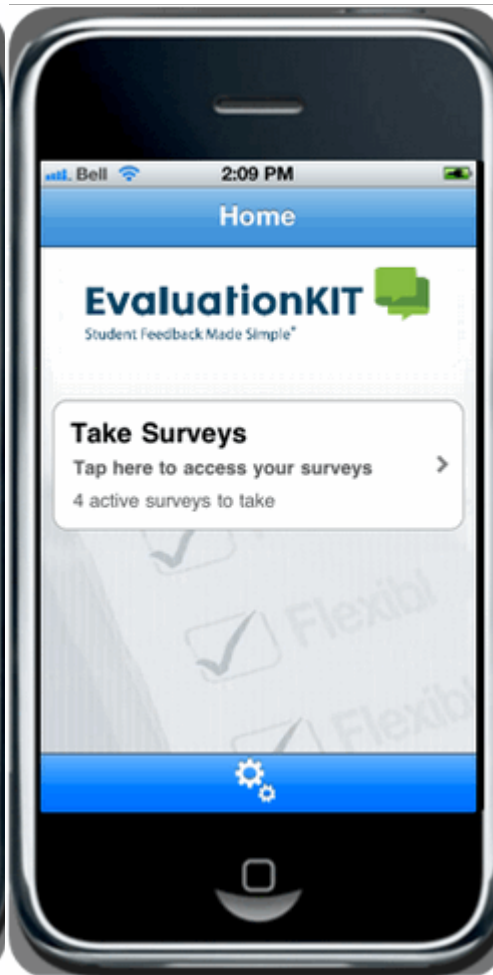
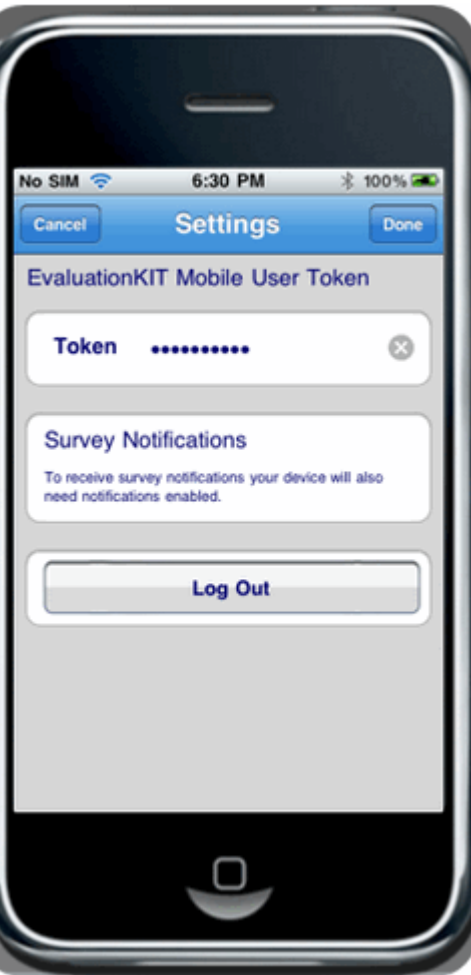
### COURSE CATEGORIES

[2015 Spring Semester](#)

# MyOxy



# Mobile App





**Test Project\_Nov112014** Starts 11/11/2014 12:00 AM, Ends 11/14/2014 12:00 AM

**Research102**

Research Methods

Economics

Not Submitted



Each class will have a link

Test Project\_Nov112014

Course : Research102 : Research Methods

Instructor : Hanna Spinosa



## Occidental College Lab Student Course Evaluation

Completing this questionnaire will help you evaluate your contribution to this course; it will also help instructors to improve the quality and effectiveness of their courses. Results from course evaluations will also be used in the faculty evaluation process. Please answer the questions on the following screens thoughtfully. Your responses will not be returned to the instructor until after grades have been turned in.

### Student Information:

#### 1 - What is your class year?

First Year

Sophomore

Junior

Senior

Graduate Student

#### 2 - Did you take this course to fulfill a Core or language requirement?

Yes

No

Contact M

# Faculty View

---

# Email to Faculty

Mail ▾



COMPOSE

Fall 2014 Evaluations Inbox x



Inbox (2)

Starred  
Important  
Sent Mail  
Drafts

Circles

[Gmail]Trash  
ASSESS Listserv  
Changes to Cours...  
CSP 75 Reading R...

Data  
Deleted Messages  
Dept Chairs  
Endowment Funds  
External Surveys  
AAUP  
IPEDS  
Faculty  
AC/APC/FC  
Acad Rigor

Oxy Course Eval <courseeval@oxy.edu>

2:23 PM (6 minutes ago) ☆

to me ▾

Dear Professor Hanna Spinosa:

It is time for the faculty's annual evaluation. This email provides you with a login to the results of your course evaluations [Login](#) (Note: This link should not be shared with others; it is unique to you.) for all your courses this semester

## Course Summary

Course Code	Course Title	Survey Start Date	Survey End Date	Report Access Start	Response Rate
Research102	Research Methods	11/11/2014 12:00 AM	11/14/2014 12:00 AM	11/11/2014 12:00 AM	0.00% (0/1)

You may also access your course evaluations through your mobile device, using the same login url.

The course evaluations are open until December 3, 2014. Please check the number of respondents to your evaluations, and encourage your students to respond as needed.

Thank you.



Oops! You are not invisible because you're logged into



### Project Results

[Test Project\\_Nov112014](#)



WILL SAY GENERAL FALL 2014  
or LAB FALL 2014

Research Methods

### Custom Questions

No Project Found

[My Surveys →](#)

### Response Rate Tracker

[Test Project\\_Nov112014](#)


Responses/Enrollments

0 / 1 - 0%

# Project Results

 Test Project\_Nov112014

## Question Properties

Course Code	Title	Unique ID	Report
Research102	Research Methods	1434_201501	

Total 1


Records per

Page

### Multiple Reports:

1. **PDF** is the Summary of all results (Mean, Distribution, etc. for course, dept, division, college)
2. **PDF + Comments:** Same as above but with Comments
3. **Response Report:** Each individual Response with comments
4. **Raw Data:** Export data in excel/csv

Click on the Report Icon

-  PDF
-  PDF + Comments
-  Response Report
-  Raw Data
-  Feedback
- Go to Argos

# Means Report Summary

Occidental College  
CSP 75

Course: CSP75\_0 : Me-Search and Research

Instructor: Hanna Spinosa

1 - What is your class year?																	
Response Option				Weight	Frequency	Percentage	Percent Responses						Means				
First Year				(1)	16	100%											
Sophomore				(2)	0	0%											
Junior				(3)	0	0%											
Senior				(4)	0	0%											
					0	25	50	75	100	Question	Department	Division	College				
Return Rate	Mean	STD	Median	Department	Mean	STD	Median	Division	Mean	STD	Median	College	Mean	STD	Median		
16/16 (100%)	1.00	0.00	1.00	0	0.00	0.00	0.00	18	1.00	0.00	1.00	18	1.00	0.00	1.00		

2 - Did you take this course to fulfill a Core or language requirement?																	
Response Option				Weight	Frequency	Percentage	Percent Responses						Means				
Yes				(1)	13	86.67%											
No				(2)	2	13.33%											
					0	25	50	75	100	Question	Department	Division	College				
Return Rate	Mean	STD	Median	Department	Mean	STD	Median	Division	Mean	STD	Median	College	Mean	STD	Median		
16/16 (83.76%)	1.13	0.35	1.00	0	0.00	0.00	0.00	16	1.13	0.35	1.00	16	1.13	0.35	1.00		

3 - Was this course required for your:																	
Major																	
Response Option				Weight	Frequency	Percentage	Percent Responses						Means				
Yes				(1)	0	0%											
No				(2)	16	100%											
					0	25	50	75	100	Question	Department	Division	College				
Return Rate	Mean	STD	Median	Department	Mean	STD	Median	Division	Mean	STD	Median	College	Mean	STD	Median		
16/16 (100%)	2.00	0.00	2.00	0	0.00	0.00	0.00	18	2.00	0.00	2.00	18	2.00	0.00	2.00		

3 - Was this course required for your:																	
Minor																	
					0	25	50	75	100	Question	Department	Division	College				
Return Rate	Mean	STD	Median	Department	Mean	STD	Median	Division	Mean	STD	Median	College	Mean	STD	Median		

# Individual Responses

Course: CSP75\_0 : Me-Search and Research

Instructor: Hanna Spinosa

Total: 16

What is your class year?	First Year (1)
Did you take this course to fulfill a Core or language requirement?	Yes (1)
Was this course required for your: - Major	No (2)
Was this course required for your: - Minor	No (2)
What was your interest in this subject prior to taking this course? 1= None and 7=A Great Deal	5
How many HOURS PER WEEK did you spend on this course outside of class (on average)? Please round to the nearest whole number.	10
How many class meetings did you miss?	1
What grade do you expect to receive?	B / Credit (4)
Did you seek an individual conference with Instructor(s)?	Yes (1)
Was Instructor(s) accessible to students during posted office hours?	Yes (1)
Please respond to each of the following statements on a scale from 1:Never to 7: Always - I asked questions in class or contributed to class discussions	Usually (5)
Please respond to each of the following statements on a scale from 1:Never to 7: Always - I came to class prepared	Mostly (6)
Please respond to each of the following statements on a scale from 1:Never to 7: Always - I turned in assignments on time	Mostly (6)
Please respond to each of the following statements on a scale from 1:Never to 7: Always - I came to class on time	Usually (5)
Please respond to each of the following statements on a scale from 1:Never to 7: Always - I had conversations with other students outside of class about topics discussed in this class	Sometimes (4)
Please respond to each of the following statements on a scale from 1: Strongly Disagree to 7: Strongly Agree for Instructor(s). - The instructor communicated his/her goals for this course	Agree (6)
Please respond to each of the following statements on a scale from 1: Strongly Disagree to 7: Strongly Agree for Instructor(s). - The instructor fulfilled his/her goals for this course	Agree (6)
Please respond to each of the following statements on a scale from 1: Strongly Disagree to 7: Strongly Agree for Instructor(s). - The instructor organized information in a logical and cohesive fashion	Agree (6)



# Moodle Announcement

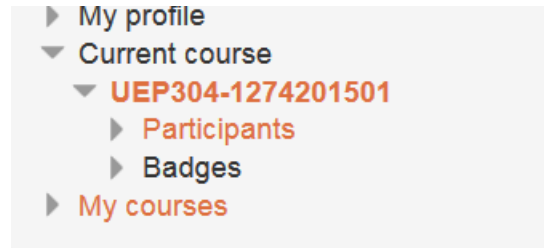
FOR SPRING COURSES:

When Adding Users to your Moodle Course

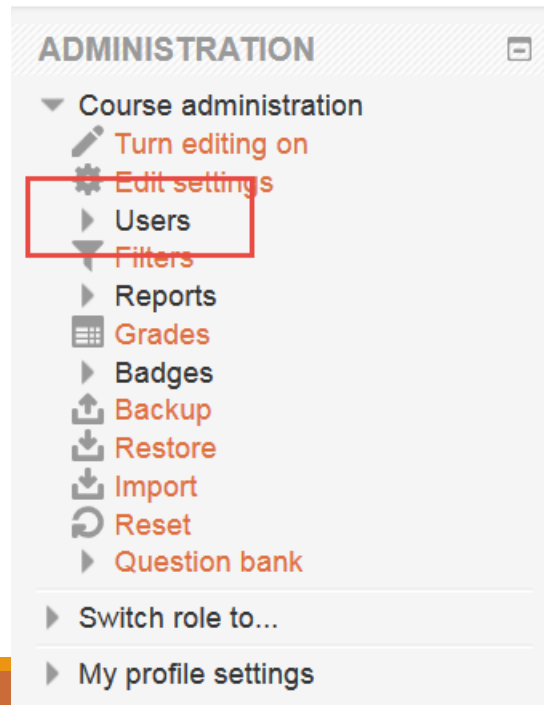
- Please assign others:

“GUEST Instructor”

“GUEST Student”



My profile  
Current course  
    UEP304-1274201501  
        Participants  
        Badges  
My courses



ADMINISTRATION

- Course administration
  - Turn editing on
  - Edit settings
  - Users**
  - Filters
  - Reports
  - Grades
  - Badges
  - Backup
  - Restore
  - Import
  - Reset
  - Question bank
- Switch role to...
- My profile settings


## GENERAL COURSE

UEP 304: Reserach Method  
Policy

Tues & Thurs 8:30-9:55 -

Professor Hanna Spinosa - s

Office Hours: Wed 9:30-11; T  
Hall 112

 Syllabus UEP 304 Fall

 Online Data Resources

 Just some good tips to

## Week 1: Subjectiv

 Reflections on Recor

# Chairs Report View

---

EVALKIT ADMINISTRATOR

A solid orange horizontal bar at the bottom of the page.

# Department Chair View

The screenshot displays the EvaluationKIT interface. At the top, there is a dark blue header with the logo 'EvaluationKIT' on the left, navigation links 'Home' and 'Results' in the center, and the user's name 'Administrator Robert Ellis' on the right. Below the header is a section titled 'Project Results' containing a list of seven project entries. Each entry includes a project name (e.g., 'General Eval Fall 2005'), a 'Project End Date' of '9/1/2014', and 'Results Available' information. A red box highlights the 'Administrator' text in the header, with a red arrow pointing to it. Another red arrow points from the 'General Eval Fall 2005' project name to the text 'Select a Project Separated by: General Eval and Semester Lab Eval and Semester'. A third red arrow points from the text 'You will have to toggle back and forth from instructor and administrator' to the 'Administrator' text in the header.

**EvaluationKIT** Home Results Administrator Robert Ellis

## Project Results

General Eval Fall 2005	Project End Date: 9/1/2014	Results Available: 11/12/2014
General Eval Fall 2006	Project End Date: 9/1/2014	Results Available: 11/12/2014
General Eval Fall 2007	Project End Date: 9/1/2014	Results Available: 11/12/2014
General Eval Fall 2008	Project End Date: 9/1/2014	Results Available: 11/12/2014
General Eval Fall 2009	Project End Date: 9/1/2014	Results Available: 11/12/2014
General Eval Fall 2010	Project End Date: 9/1/2014	Results Available: 11/12/2014

Select a Project Separated by:  
General Eval and Semester  
Lab Eval and Semester

You will have to toggle back and forth from instructor and administrator

# Project Hierarchy Level Results

 General Eval Fall 2005

By Hierarchy Level [By Course Section](#) [By Instructor](#)

You can download the entire department, search by course, and/or by instructor

## View Results

### Hierarchy Level



[PDF Report](#) [PDF Report + Comments](#) [Raw Data](#)

You can download the PDF reports (note: there will be no comments from pre-Fall 2014) or the complete excel file.

## Instructors

### Instructor Name

### Hierarchy Level

### Show Columns

Course Code  Title  Unique ID  Hierarchy Level

Search

Reset

The Unique ID is the CRN\_TERMCODE

 Batch Report

Term Code is  
Academic Year 2006 : 2005-2006 and the  
01=Fall 02=Spring 03=Summer

<input type="checkbox"/> Name ▲	Course Code	Title	Unique ID	Hierarchy Level	View
<input type="checkbox"/> Lopez, Adelaida	SPAN210_0	Intermed Spanish/Native Speak	1534_200601	Spanish & French Studies	
<input type="checkbox"/> Lopez, Adelaida	SPAN490_0	Senior Sem: Genre/Lit Theory	1540_200601	Spanish & French Studies	
<input type="checkbox"/> Gonzalez, Alicia	SPAN102_3	Beginning Spanish II	1526_200601	Spanish & French Studies	
<input type="checkbox"/> Gonzalez, Alicia	SPAN201_1	Intermed Spanish	1530_200601	Spanish & French Studies	
<input type="checkbox"/> Gonzalez, Alicia	SPAN201_2	Intermed Spanish	1531_200601	Spanish & French Studies	
<input type="checkbox"/> Saint-Aubin, Arthur	FREN101_0	Beginning French I	1513_200601	Spanish &	

# THANK YOU!

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QUESTIONS?

A solid orange horizontal bar at the bottom of the slide.