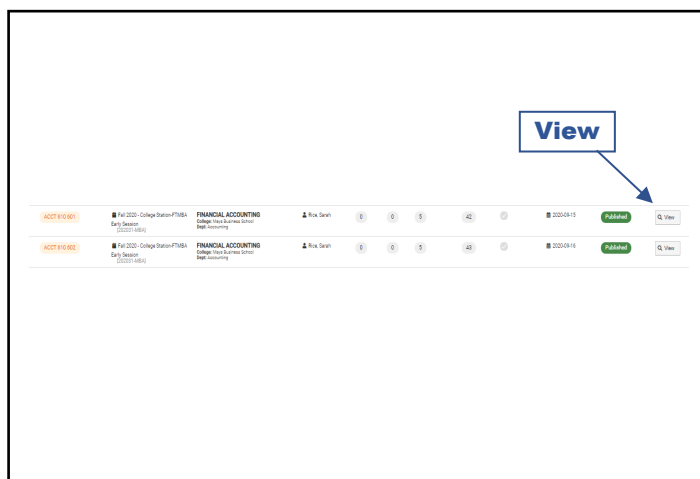
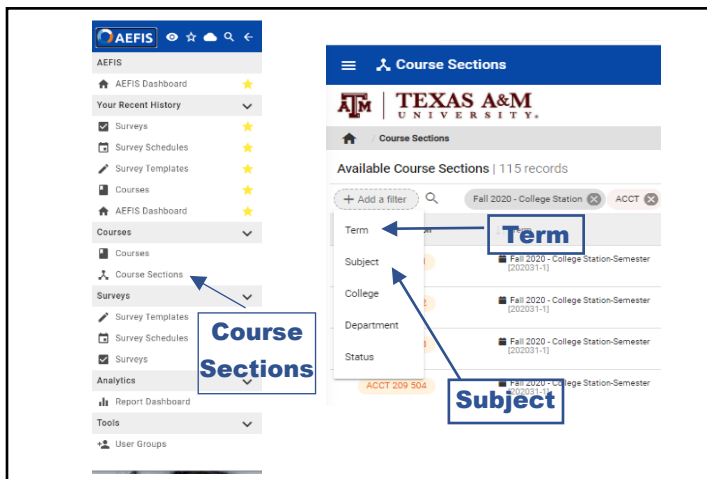


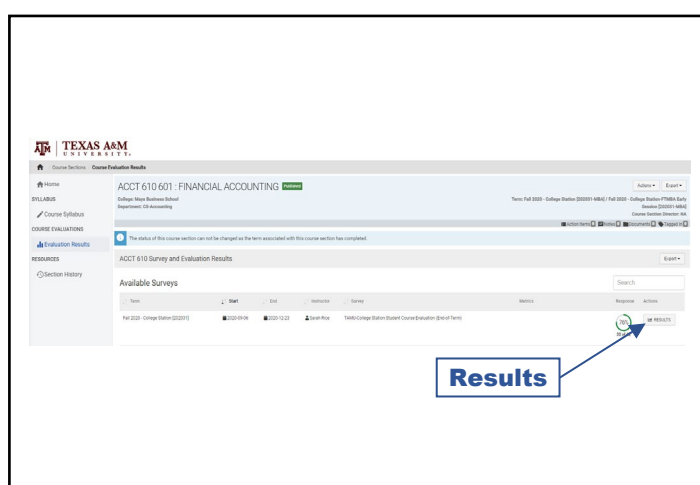
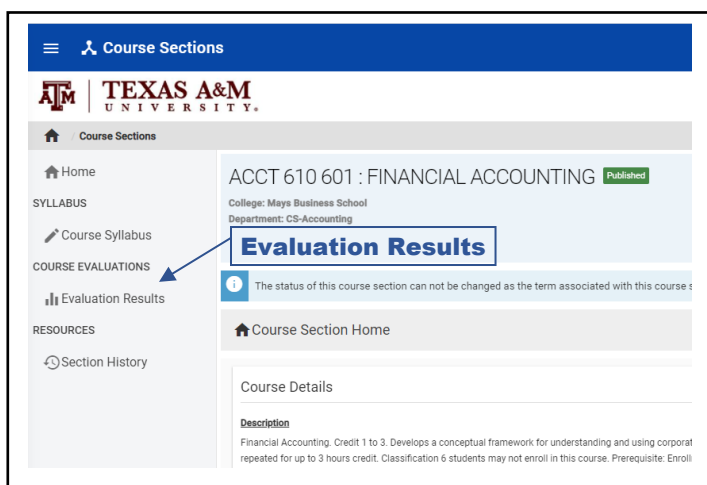
Course Coordinator Instructions for Accessing and Downloading Student Course Evaluation (SCE) Results in AEFIS

Follow These Simple Steps



1. Login to AEFIS at <https://tamu.aefis.net> and authenticate via CAS. Select **Course Sections** using the AEFIS menu and Add a filter using **Term** (i.e., Fall 2020) and **Subject**.

2. Scroll down to the desired course (i.e., ACCT 610-601) and click **View**.



3. Select **Evaluation Results**.

4. Next, click **Results**.

Course Coordinator Instructions for Accessing and Downloading Student Course Evaluation (SCE) Results in AEFIS - continued

The screenshot displays the TAMU-College Station Student Course Evaluation (End-of-Term) interface. At the top, it shows the course details: TAMU-College Station Student Course Evaluation (End-of-Term) / Anonymous Survey, Fall 2020 - College Station / Student Course Evaluation (End of Term) / Anonymous Survey, and Course Assignments: [NA] / Survey Participants: [27/30]. A blue 'Export' button is highlighted with a blue box and an arrow. Below the button, a dropdown menu is open, showing options: CSV, Excel, PDF, and Print. The interface also shows a 'Survey Overview / Course Section Results Aggregate' section with a '76% Response Rate' (32 of 42) and a summary of survey statistics: TOTAL SURVEYS 42, SURVEYS COMPLETED 32, PENDING SURVEYS 10, and COURSE ASSIGNMENTS 1. The bottom section shows the start of a survey question: 'Begin this course evaluation by reflecting on your own level of engagement and participation in the course. What portion of the class preparation activities (e.g., readings, online modules, videos) and assignments did you complete?'.

5. Click the **Export** button to export the results to CSV, Excel, PDF, or Print. If student comments are needed, exporting to PDF is recommended.