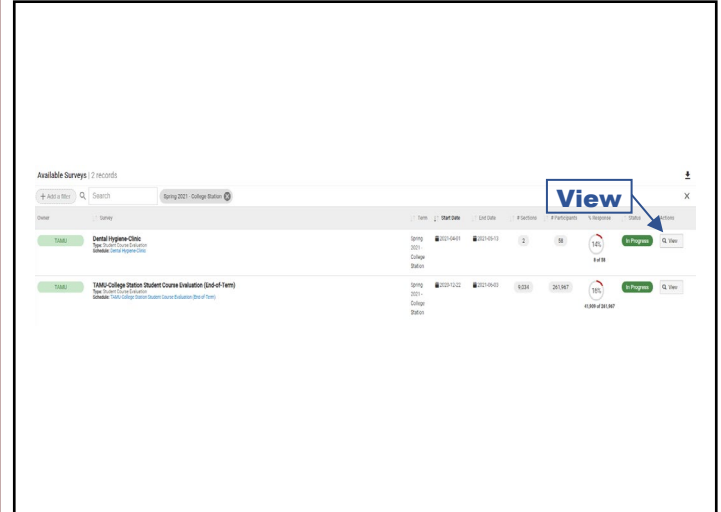
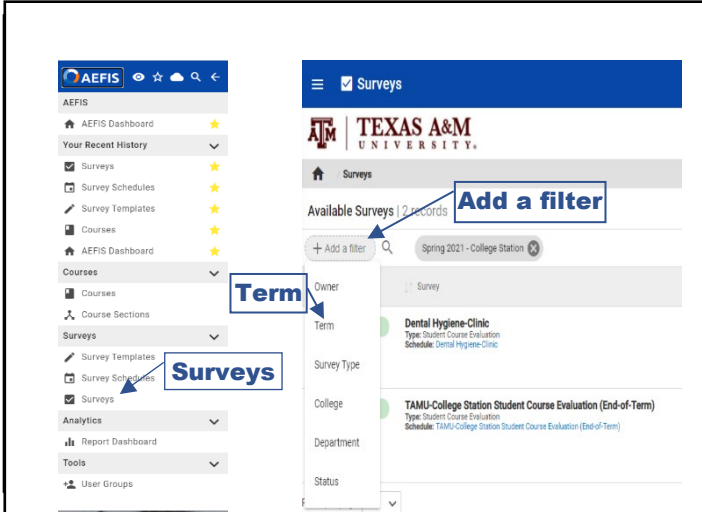


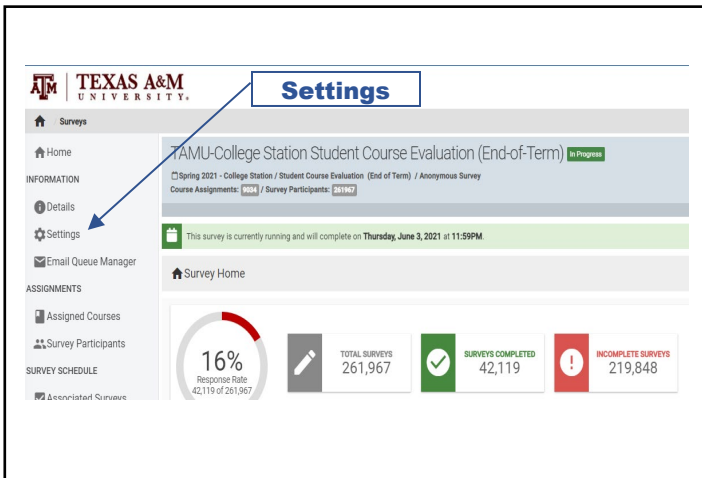
How to View Partial Terms in AEFIS

Follow These Simple Steps

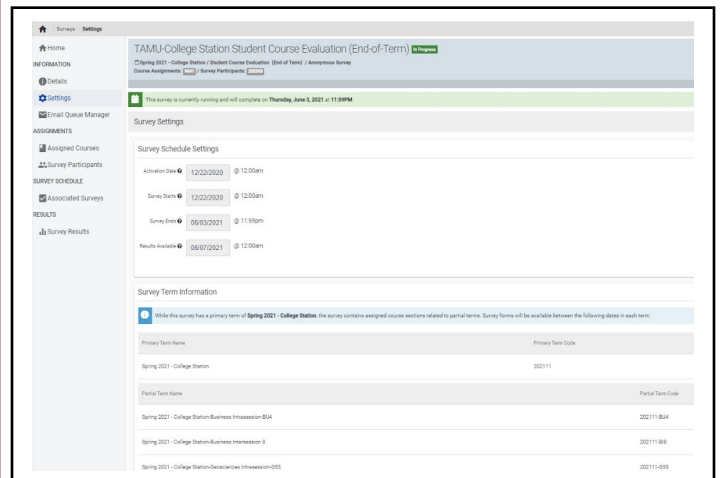


1. Login to AEFIS at <https://tamu.aefis.net> and authenticate via CAS. Select **Surveys** using the AEFIS menu and **Add a filter** using **Term** (i.e., Spring 2021-College Station).

2. Click **View** to see the current survey for TAMU-College Station Student Course Evaluation (i.e., Spring 2021-College Station).

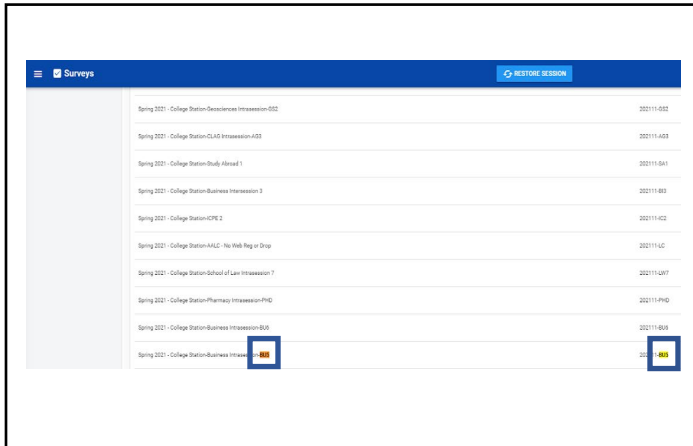


3. Click **Settings** to view a list of all Partial Terms for the term selected.



4. Use this screen to monitor partial term Survey Start and Survey End dates.

How to View Partial Terms in AEFIS - Continued



The screenshot shows the 'Surveys' page in AEFIS. The page has a blue header with a 'RESTORE SESSION' button. Below the header is a table of surveys. The table has two columns: 'Survey Name' and 'Term'. The survey names include 'College Station-Sciences Introduction-002', 'College Station-CLAS Introduction-001', 'College Station-Study Abroad 1', 'College Station-Business Introduction 2', 'College Station-CPE 2', 'College Station-ALC- No Web Reg or Drop', 'College Station-School of Law Introduction 7', 'College Station-Pharmacy Introduction-PHD', 'College Station-Business Introduction-005', and 'College Station-Business Intro'. The term '202111-002' is listed for each survey. A search filter 'BU5' is entered in the search bar, and the results are filtered to show only the survey 'College Station-Business Intro'.

Survey Name	Term
Spring 2021 - College Station-Sciences Introduction-002	202111-002
Spring 2021 - College Station-CLAS Introduction-001	202111-002
Spring 2021 - College Station-Study Abroad 1	202111-002
Spring 2021 - College Station-Business Introduction 2	202111-002
Spring 2021 - College Station-CPE 2	202111-002
Spring 2021 - College Station-ALC- No Web Reg or Drop	202111-002
Spring 2021 - College Station-School of Law Introduction 7	202111-002
Spring 2021 - College Station-Pharmacy Introduction-PHD	202111-002
Spring 2021 - College Station-Business Introduction-005	202111-002
Spring 2021 - College Station-Business Intro	202111-002

5. To find a specific term, use Ctrl + F and search (i.e., BU5).