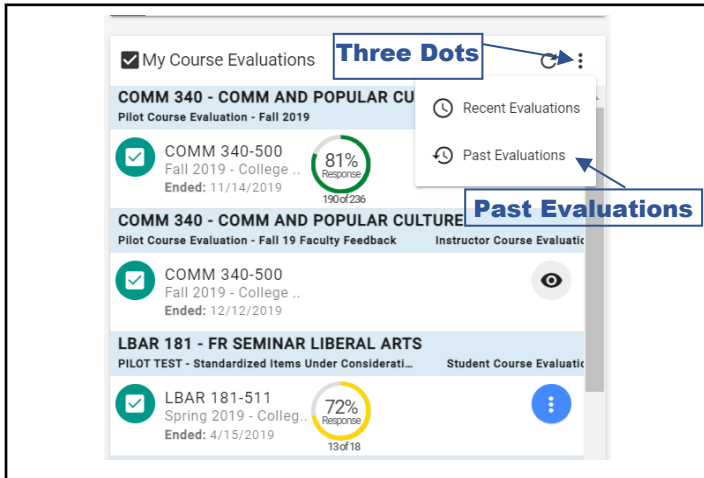
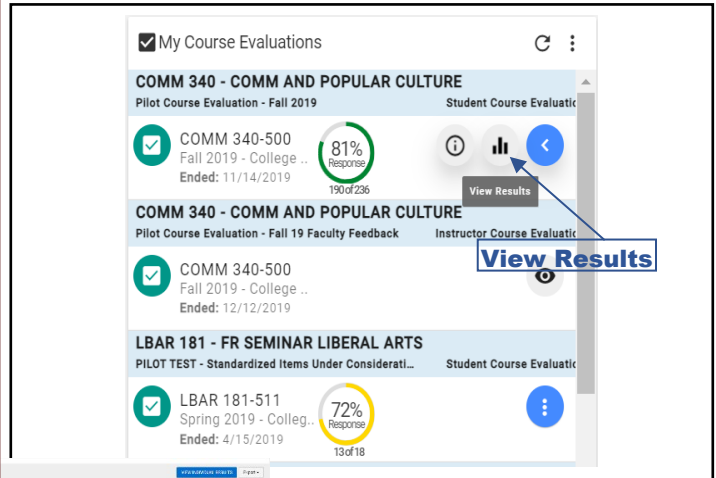


Quick Instructor's Guide on How to Access and Download Student Course Evaluation (SCEs) Results in AEFIS

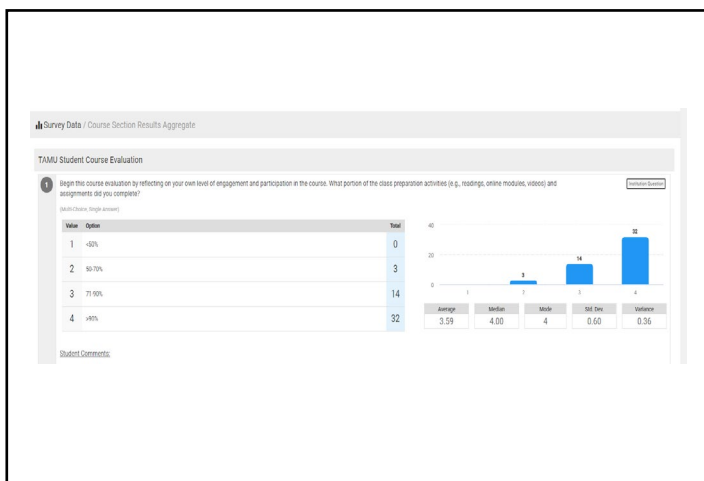
Follow These Simple Steps



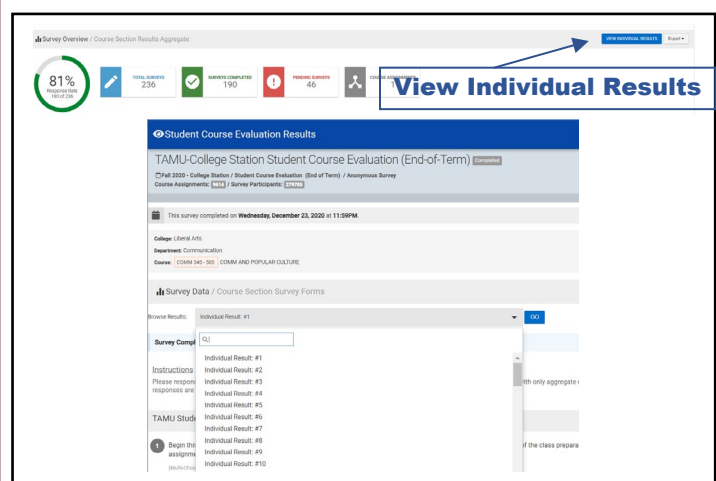
1. Login to AEFIS at <https://tamu.aefis.net> and authenticate via CAS. On the **My Course Evaluation** widget, click the three dots and select **Past Evaluations** for a list of completed evaluations.



2. Click **View Results** to produce an SCE report that can be downloaded via CSV, Excel, PDF, or print. Download to PDF, if student comments are desired. CSV and Excel include data files.



3. Each question contains responses received and a graph of Average, Median, Mode, Std. Dev., and Variance.



4. Instructors can **View Individual Results** submitted by a student (anonymously).


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What specifically led you to answer as you did on this question?

(Text/Memo)

- It was never discussed on when to read the readings or how to find them in class. Most of the readings do not follow the course as well.
- Because I'm in 18 hours and do not have to read 100% of the readings
- We are responsible for completing the assigned readings, as it is not for certain that he will cover that material in class. However, that material is still game for the exams.
- I sometimes will prepare with readings but other times I just wing it.
- The instructor said it is our responsibility to keep up with the readings on our own.
- The professor continually encourages the students of his course to take a step further than lectures by participating in outside readings, offering frequent office hours, and facilitating an environment that exemplifies taking going to extra mile.
- He always made sure to remind us to read and complete our assigned work and always told us of his office hours and when they changed.
- After the first exam he mentioned that we cannot forget about the required readings for the course because they are included on the exams. That's the one instance that I remember
- Slides are not posted online, so it is my responsibility to go to class, take good notes, and do the assigned reading on my own if I want to make a good grade.
- I didn't buy the book
- We are expected to complete outside readings to enhance our understanding of lectures.



5. AEFIS also creates a Word cloud, which allows instructors to find student comments based on a specific word. The bigger the word in the cloud, the more times the word was used.

