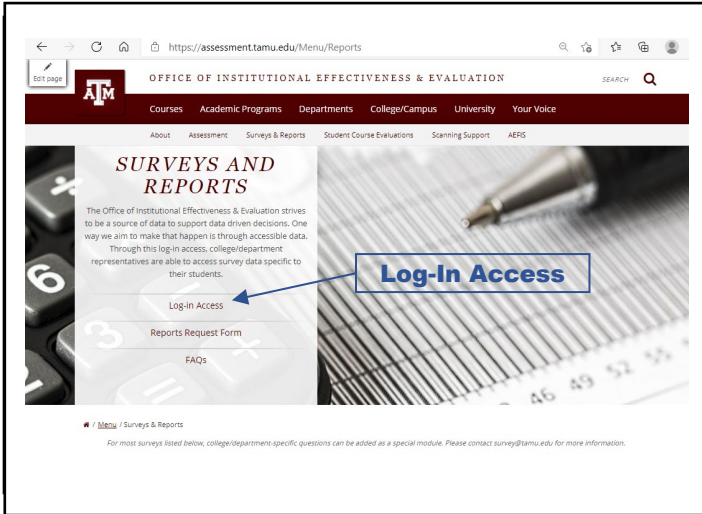
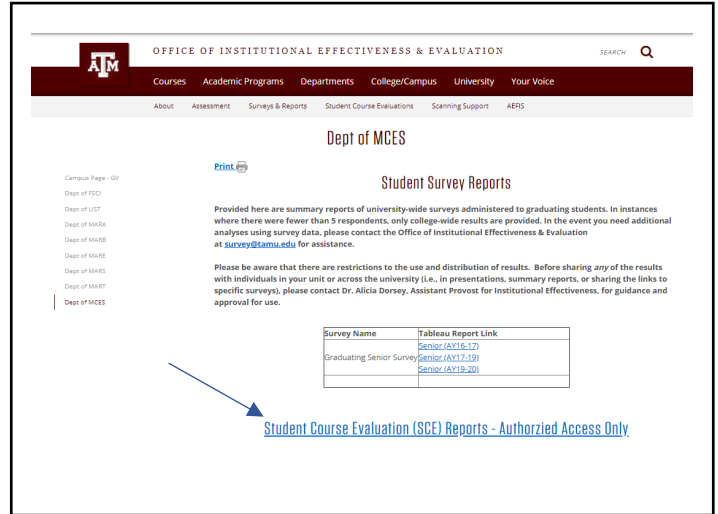


# How to Access the Department Landing Pages Instructors Comparisons Report

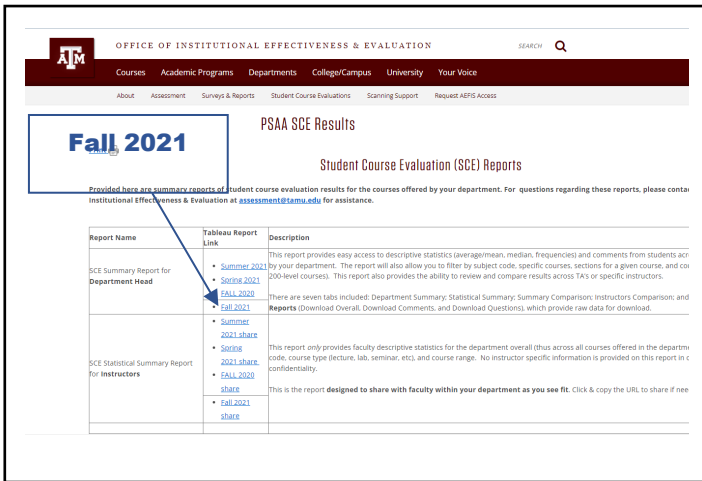
Follow These Simple Steps



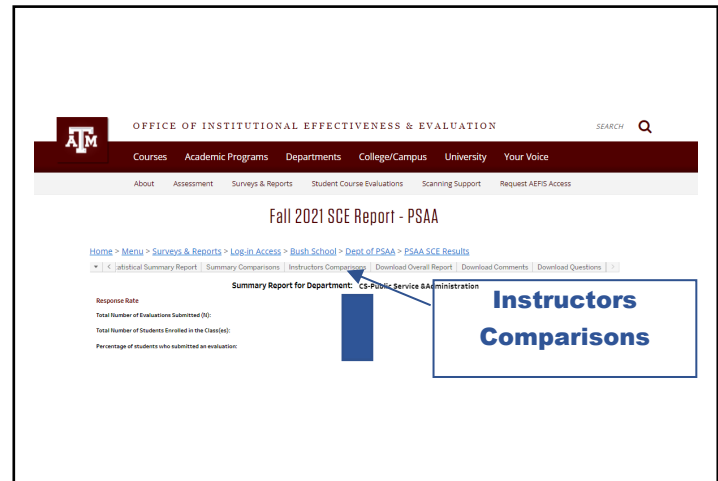
1. Login to Survey & Reports at Office of Institutional Effectiveness & Evaluation – **Log-in Access** and authenticate via CAS.



2. Click **Student Course Evaluation (SCE) Reports – Authorized Access Only** or **Authorized Access Only**.



3. In the table, click the SCE Summary Report for Department Head **Fall 2021**.



4. There are seven tabs (Department Summary Report, Instructors Comparison, Download Overall Report, Download Comments, and Download Questions) for different reports available. Click **Instructors Comparisons**.

# How to Access the Department Landing Pages Instructors Comparisons Report - Continued

**Select a Question**

**Scale**

Instructors Comparison Report for Department: CS-Public Service & Administration

Select a Question Type if Needed:

- (All)
- Instructor Multi-Choice
- Multi-Choice, Single Answer

Option Values for Selected Question:

Never	1
Seldom	2
Often	3
Frequently	4

Please select a question to view the results:

In this course, I engaged in critical thinking and/or problem solving.

Please rate the engagement of this course:

In this course, I learned to critically evaluate diverse ideas and perspectives.

Based on what the instructor(s) communicated, and the information provided in the course syllabus, I understood what was etc.

This course helped me learn concepts or skills as stated in course objectives/competencies.

Feedback in this course helped me learn. Please note, feedback can be either informal (e.g., in-class discussion, chat boards, etc.) or formal (e.g., course evaluations).

In this course required?

5. Select a **Question** to see the scale used for that question.

**Filters**

Select Filters: Course Type: Lecture, Subject Code: [blank], Course Range: 600-699, Course Number: (All)

Select a Course-Level Question to compare the average scores among courses/primary instructors:

Select an Instructor-based Question to compare the average scores among instructors:

Filter by Primary Instructors: (All)

Filter by Instructors Evaluated: (All)

Instructor Name ID	Score
	4.00
	4.00
	4.00
	4.00
	3.81
	3.75
	3.75
	3.75
	3.70
	3.69
	3.69
	3.68
	3.67
	3.60
	3.60
	3.58
	3.57
	3.53
	3.50
	3.50
	3.50
	3.47
	3.40

6. Data can be filtered by Course Type, Subject Code, Course Range, Course Number, Primary Instructor, and/or Evaluated Instructor.

Select Filters: Course Type: Lecture, Subject Code: PSAA, Course Range: 600-699, Course Number: (All)

Select a Course-Level Question to compare the average scores among courses/primary instructors:

Select an Instructor-based Question to compare the average scores among instructors:

Filter by Primary Instructors: (All)

Filter by Instructors Evaluated: (All)

Instructor Name ID	Score
	4.00
	4.00
	4.00
	4.00
	3.89
	3.83
	3.75
	3.75
	3.75
	3.70
	3.69
	3.69
	3.68
	3.67
	3.60
	3.60
	3.58
	3.57
	3.53
	3.50
	3.50
	3.50
	3.47
	3.40

7. Filtered data allows you to see how instructors compare to each other.

Select a Course-Level Question to compare the average scores among courses/primary instructors:

Select an Instructor-based Question to compare the average scores among instructors:

Filter by Primary Instructors: (All)

Filter by Instructors Evaluated: (All)

Download

Select your file format:

- Image
- Delta
- Crosstab**
- PDF
- PowerPoint
- Tableau Workbook

**Download**

Instructor Name ID	Score
Laura Dugas	4.00
Kevin Gamache	4.00
Wally Zuriga	4.00
Angela Edwards	3.89
Rosalee Robinson	3.83
Danny Davis	3.75
Loft Taylor	3.75
Jason Moore	3.75
Frank Ashley	3.70
Brian Nakamura	3.69
Melody Conroy	3.69
Heng Ou	3.68
Eric Lewis	3.68
Linda Hiltz	3.67
Tyana Campbell	3.60
Jason Lum	3.60
Cole Graham	3.58
Zelma Hart	3.57
William Brown	3.58
Sonny Smith	3.50
Leonard Bright	3.50
Shari Campbell	3.50
Charles Little	3.50
Robert Green	3.47
Jenny Morrison	3.40

8. Use the Download button near the bottom of the report. The report needs to be downloaded as Crosstab.