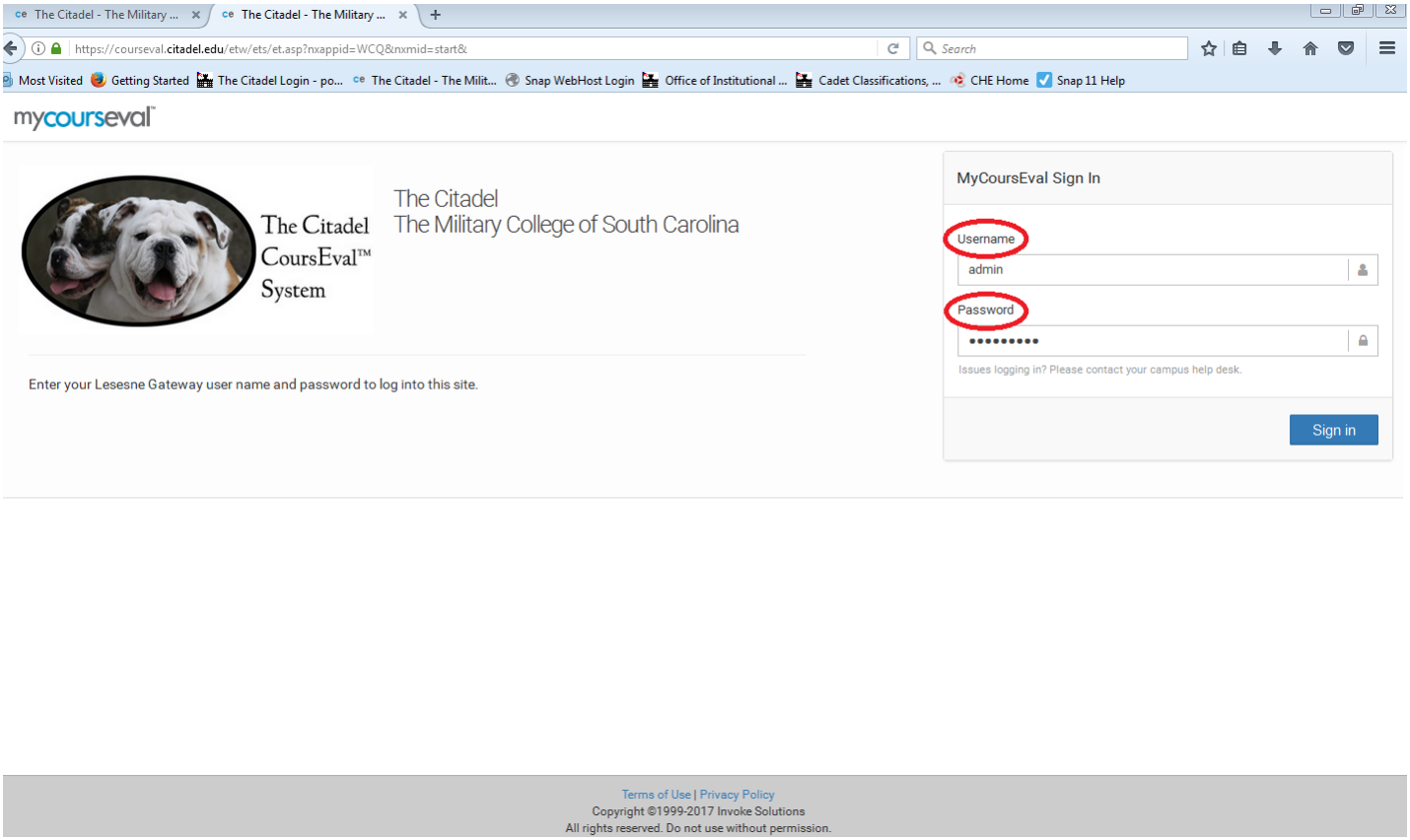
Step 1. Logging In

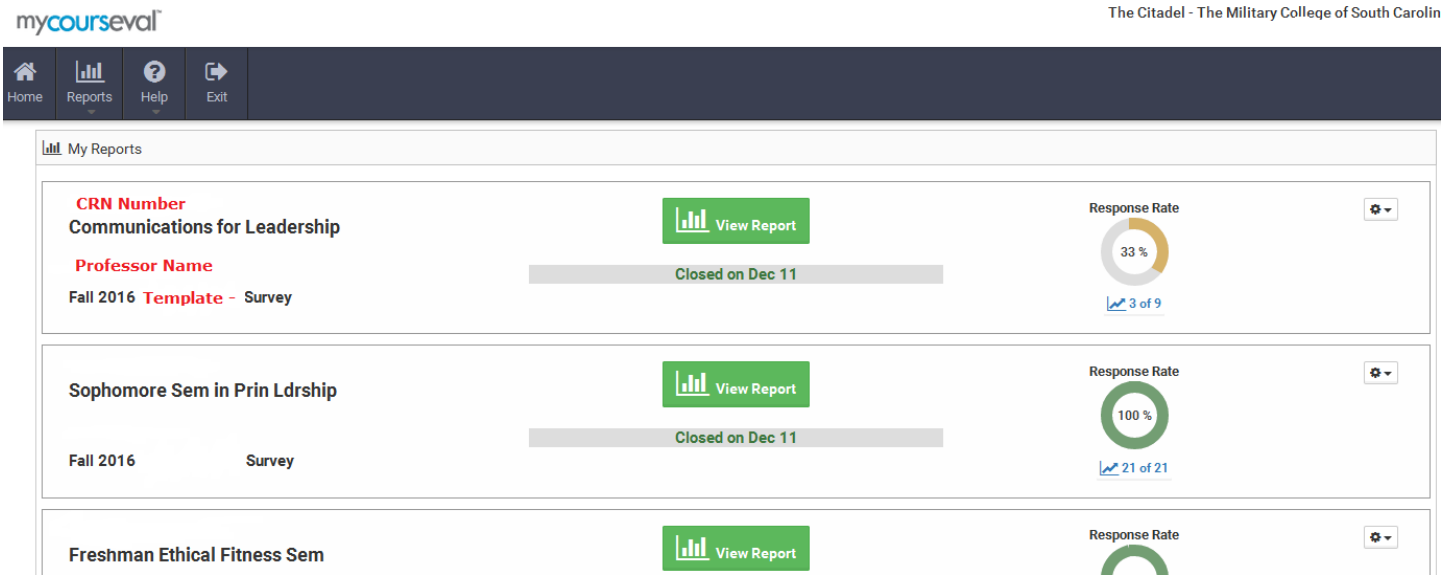
The Citadel Course Evaluation site can be accessed through The Citadel's web site (under Tools) and Lesesne Gateway.

Use your Lesesne gateway ID and password to access CoursEval.



Step 2. Viewing Reports

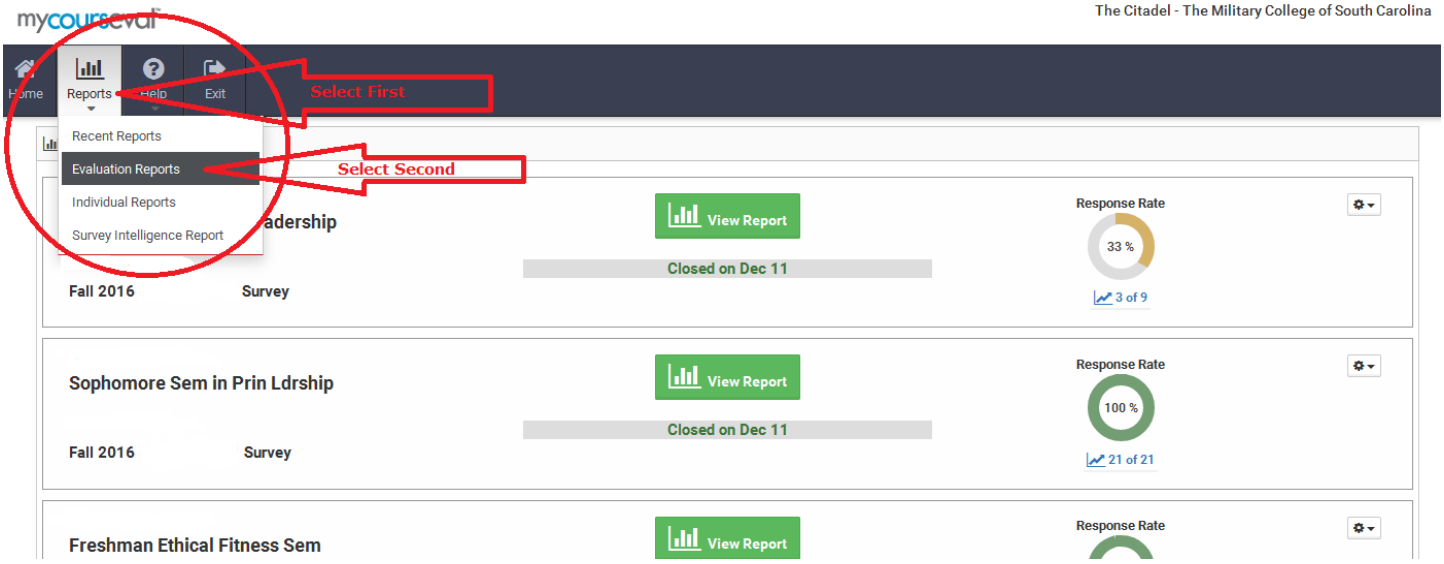
Once logged in you will land on your "My Reports" page.



At the top left hand of the page click on "Reports", (second icon in gray bar)

Select "Evaluation Reports' from the Reports menu.

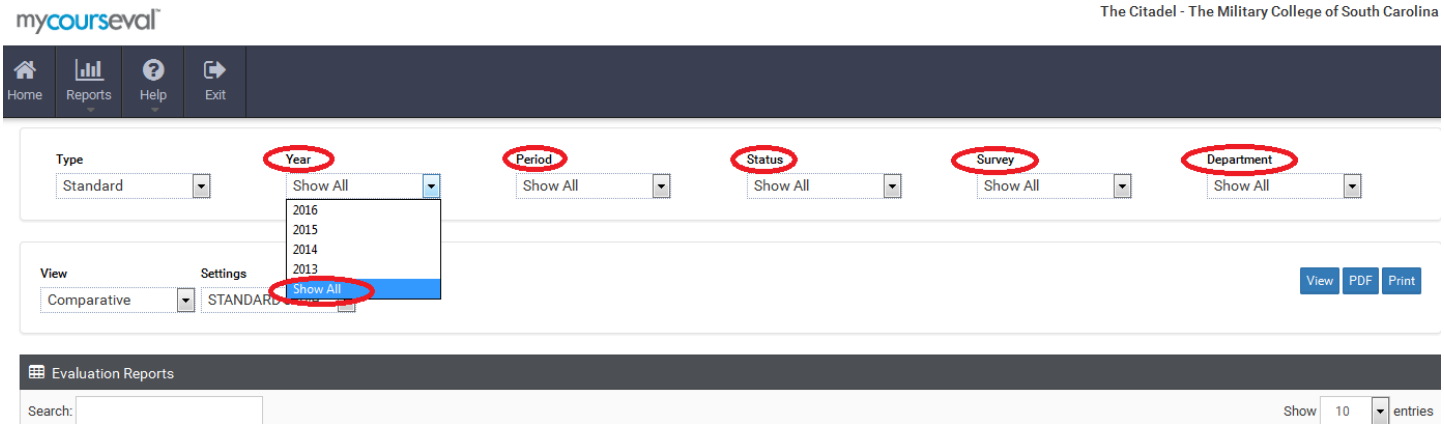
1) Select "Reports"
2) Select "Evaluation Reports"



Search Function

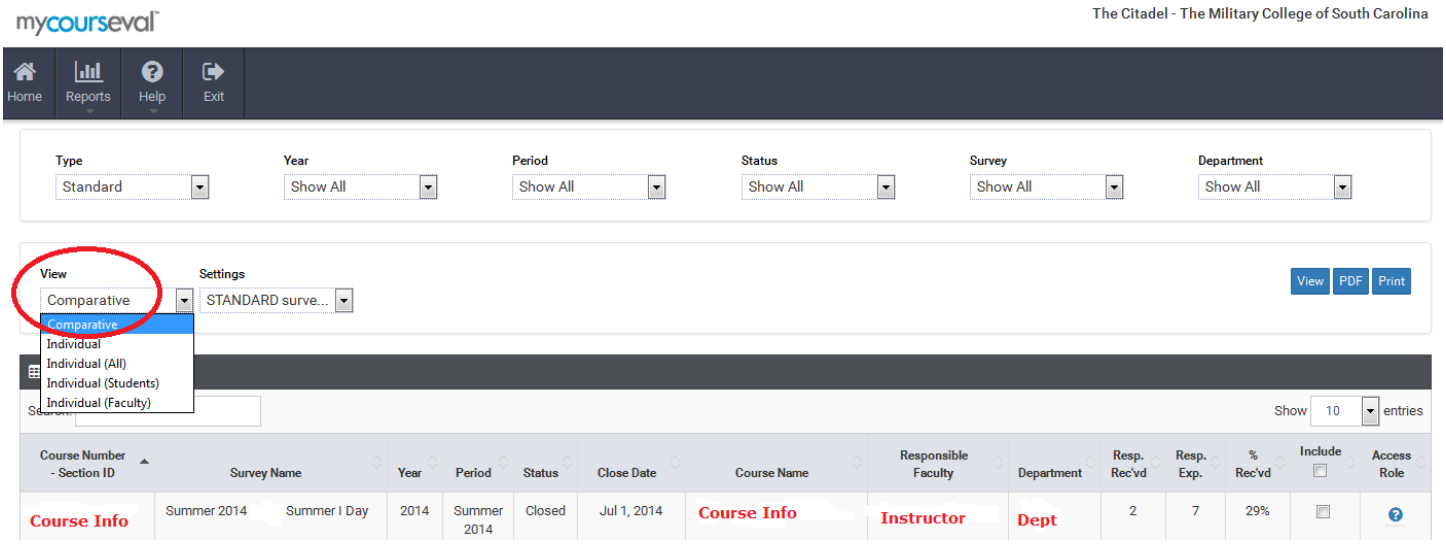
The drop down menus will allow you to search for specific courses and specific terms. To ensure you see all your courses select **"Show All" for each** category.

1) Type - "Standard"
2) Year – "Show All" or specific year
3) Period – "Show All" or specific term (i.e. Fall 2016 or Spring 2017)
4) Status – "Show All" or "Closed"
5) Survey - "Show All" or specific survey template
6) Department – "Show All" or select individual department
7)



Remember to set the "View" option to "Comparative" and the "Settings" to "Standard survey default"

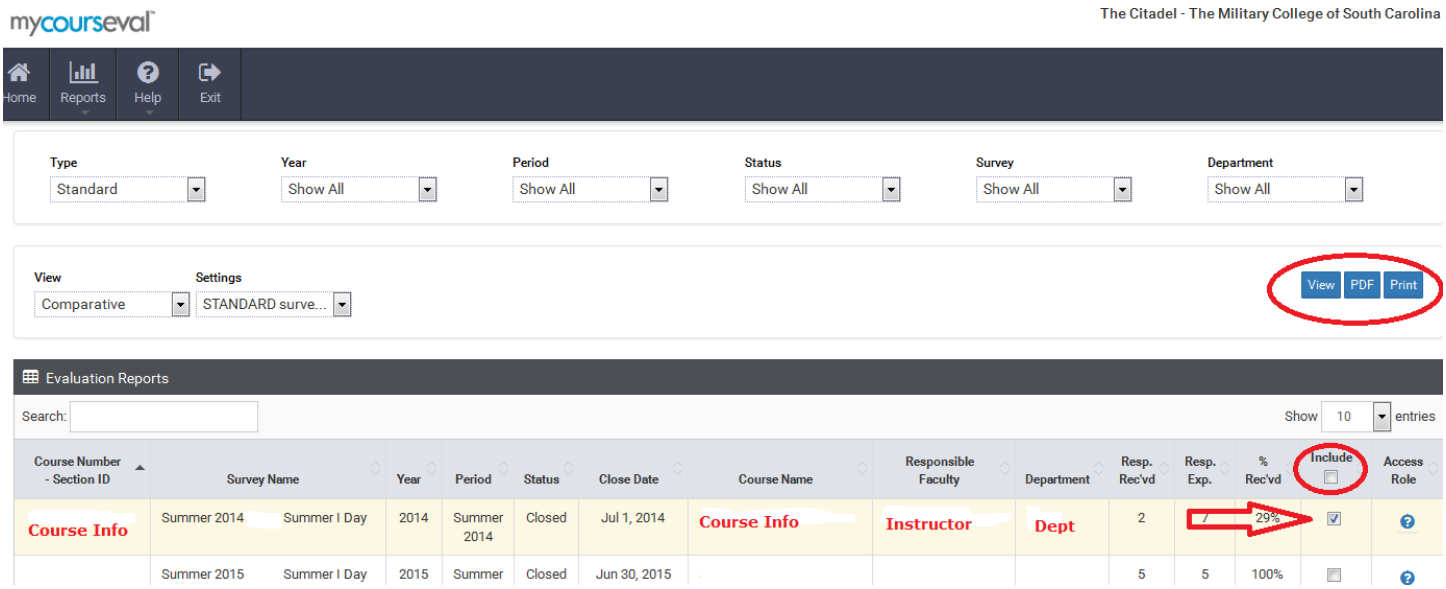
1) View – "Comparative"
2) Settings – "Standard survey default"



You can then select the evaluations you would like to view by checking the box under the heading "Evaluation Reports" and the individual reports you want to view by selecting "Include".

To view the report you need to select the method of report delivery from three options. Please note that you may have several pages of evaluations when you "Select All". To find the most recent evaluations, you will need to scroll to the bottom of the page. Here you will find the different pages available to you. Your options for viewing are:

1. View
2. PDF
3. Print

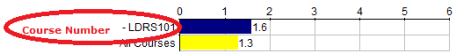


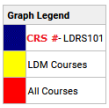
Once the report opens you will see the course name, department, and the responses/expected at the top. The Course Number is shown in multiple locations throughout the report.

Summer 2016 **LDRS 101 Survey** **The Citadel - The Military College of South Carolina**
Summer 2016 **Campus Wide**

Course:	CRS # LDRS101 - First Year Experience	**Department:**	LDM
		Responses / Expected:	16 / 25 (64%)

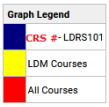
Overall Mean:
5.0 EXPECTED GRADE (14 responses)
4.5 5-Point Likert Scale (304 responses)
4.4 5-Point Likert Scale w/NA (12 responses)
1.7 GENDER (15 responses)
1.6 CLASS (16 responses)
1.6 COURSE IN (14 responses)
1.0 COURSE REQUIRED (15 responses)





General Information *Demographics*	Course Number - LDRS101													--- *Survey Comparisons* ---					
	Responses						Course							LDM			All		
	F	S	J	S	G	O	N	Mean	Med.	Mode	Std Dev	Var	Std Err	N	Mean	Pct Rnk	N	Mean	Pct Rnk
Q1 CLASS:	14	0	0	0	0	2	**16**	**1.6**	1	1	1.65	2.73	.41				**147**	**1.3**	80

Responses: [F] Freshman=1 [S] Sophomore=2 [J] Junior=3 [S] Senior=4 [G] Graduate=5 [O] Other=6
Pct Rnk: Percentile Rank (100 is best, calculated vs. precise Mean)



General Information *Demographics*	Course Number- LDRS101									--- *Survey Comparisons* ---					
	Responses		Course							LDM			All		
	YES	NO	N	Mean	Med.	Mode	Std Dev	Var	Std Err	N	Mean	Pct Rnk	N	Mean	Pct Rnk
Q2 COURSE REQUIRED:	15	0	**15**	**1.0**	1	1	0	0	0				**146**	**1.0**	50

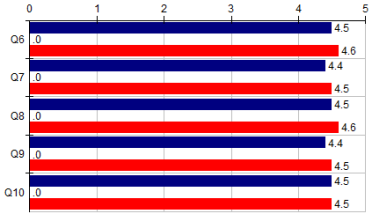
Responses: [YES] Yes=1 [NO] No=2
Pct Rnk: Percentile Rank (100 is best, calculated vs. precise Mean)

Within the report, you will find an answer distribution as well as statistical data including the mean, median, mode, and standard deviation for faculty and course questions:

All Courses

General Information *Demographics*	Course Number - LDRS101									--- Survey Comparisons ---					
	Responses		Course							LDM			All		
	F	M	N	Mean	Med.	Mode	Std Dev	Var	Std Err	N	Mean	Pct Rnk	N	Mean	Pct Rnk
Q5 GENDER:	4	11	15	1.7	2	2	.44	.20	.11				146	1.9	15

Responses: [F] Female=1 [M] Male=2
Pct Rnk: Percentile Rank (100 is best, calculated vs. precise Mean)



Graph Legend
CRS # LDRS101
LDM Courses
All Courses

CIT 101 Course Questions *CIT 101 Course Questions*		Course Number - LDRS101												--- Survey Comparisons ---					
		Responses					Course							LDM			All		
		SD	D	N	A	SA	N	Mean	Med.	Mode	Std Dev	Var	Std Err	N	Mean	Pct Rnk	N	Mean	Pct Rnk
Q6	The syllabus clearly explains what is expected in this course.	0	0	1	6	9	16	4.5	5	5	.61	.38	.15				153	4.6	25
Q7	The syllabus clearly explains the grading system.	0	0	2	5	9	16	4.4	5	5	.70	.50	.18				153	4.5	30
Q8	Assignments are related to goals specified in the syllabus.	0	0	1	6	9	16	4.5	5	5	.61	.38	.15				153	4.6	35
Q9	I learned a lot in this course.	0	0	1	7	8	16	4.4	4.5	5	.61	.37	.15				153	4.5	55
Q10	In this course many methods are used to involve me in learning.	0	0	0	8	8	16	4.5	4.5	4,5	.50	.25	.13				153	4.5	40

Responses: [SD] Strongly Disagree=1 [D] Disagree=2 [N] Neutral=3 [A] Agree=4 [SA] Strongly Agree=5
Pct Rnk: Percentile Rank (100 is best, calculated vs. precise Mean)

Comments from the open-ended questions are displayed as well. The open ended question is shown on the left. On the right is a magnifying lens. If you click on this lens you can see how the respondent answered the entire survey (matching the comments with ratings).

Responses: [SD] Strongly Disagree=1 [D] Disagree=2 [N] Neutral=3 [A] Agree=4 [SA] Strongly Agree=5

Question: What did you like most about this course?
Response Rate: 62.50% (10 of 16)

Open Ended Question

1	interaction
2	We have a lot of class discussion throughout this course.
3	The teacher. Professor is amazing.
4	The professor
5	She's AWESOME.
6	She is very kind and thoughtful to the class and is very consistent in her teaching.
7	Nothing
8	Mrs. Professor
9	I learned a lot about ethics and how to grow in myself and become a better person.
10	How relaxed it is.

Click on lens to show respondents complete survey

Question: What did you like least about this course?
Response Rate: 50.00% (8 of 16)

1	nothing
2	nothing