



# Course Evaluations

*Delta State University*

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Course Evaluation Product  
& Support Manager



## Who we are...

- Formerly known as StudentVoice
- Based out of Buffalo, NY
- Over 75 CampusLabs employees
- Experts in assessment



## Messaging

### Fall 2011

Evaluation Launch: **November 28<sup>th</sup>**  
 Evaluation Close: **December 9<sup>th</sup> at 5pm**

- Announce the official start (here they are!)  
**November 28<sup>th</sup>**
- Reminder notices to **Students**  
**November 30<sup>th</sup>**                      **December 2<sup>nd</sup>**  
**December 6<sup>th</sup>**                         **December 8<sup>th</sup>**  
*\*All email notices will be sent at 8am*
- Reminder notices to **Faculty**  
**November 29<sup>th</sup>**                      **December 6<sup>th</sup>**  
*\*All email notices will be sent at 8am*
- Announce reports availability to **Faculty** and **Department Chairs**



## Student Email

From: Dr. Ann Lotven  
 Subject: Course Evaluations now Available  
 Reply: [mbehrens@deltastate.edu](mailto:mbehrens@deltastate.edu)



Dear Mignon,

You are being asked to complete an online faculty/course evaluation for one or more of your Fall 2011 courses. By clicking on the link below you will be taken to a list of courses for which you have evaluations to complete. Click on the title of the course to access the evaluation. Each course evaluation should take no longer than 10 minutes to complete and will be available until December 16, 2011.

Your responses are confidential, and will be collected by the Office of Institutional Research and Planning at Delta State University via a third party provider, Campus Labs. All student responses will be summarized and reported to your faculty after the term is over and the grades posted.

#### { INSTRUCTIONS }

Thank you for your participation. If you have any questions, please contact the Institutional Research and Planning Office at [ir@deltastate.edu](mailto:ir@deltastate.edu).

Sincerely,  
 Dr. Ann Lotven  
 Provost  
 Delta State University



## Evaluation link in myDSU Portals



- Login
- Apply for Admission
- General Financial Aid
- Searchable Class Schedule
- Complete Class Schedule
- Course Catalog
- Alumni and Friends

RELEASE: 8.3



## Evaluation List

- Students will see Evaluations:
  - In Progress
  - Not Started
  - Completed




The following is a list of the evaluations for you to complete for 2010 Spring Semester:

Subject	Catalog	Title	Instructor
MATH	303	<a href="#">Calculus</a>	Melissa Faculty
ENG	100	<a href="#">Basic Writing</a>	Andrea Faculty
FIN	280	<a href="#">Corporate Finance</a>	Andrea Faculty
FIN	330	Working Capital Management	Timothy Faculty
MGT	267	Legal Ethical and Social Issues	Annemieke Chair

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## Evaluation Form



0% Complete

**Questions 1 - 6**

Please indicate your level of agreement with the following statements:

	Strongly agree		Neither agree nor disagree			Strongly disagree	
	Agree		Disagree			N/A / Not observed	
	5	4	3	2	1		
The course objectives were stated clearly in the course syllabus.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
The syllabus defined academic and/or clinical expectations of the student for successful course completion.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
The textbook for this course was used.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
The textbook for this course was useful.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
The textbook for this course was available for purchase in the University bookstore.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
I would recommend this course to others.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

## Mobile Survey Completion Available





## How to help Students

Students may have questions about the following:

- *Where do I go to take the survey?*
  - The link to the survey can be found in the email from DSU.  
[Deltastate.campuslabs.com/courseeval](http://Deltastate.campuslabs.com/courseeval)  
 Look for an email from [notification@email.studentvoice.com](mailto:notification@email.studentvoice.com)
- *Are my responses anonymous?*
  - Evaluation results are confidential to the faculty member.
- *Can I change my response if I enter incorrect information?*
  - Yes, an DSU admin can reset this for you.
- *Why am I still receiving email messages?*
  - Email messages will be received until all surveys have received responses.



## How Faculty can help

- Talk about evaluations in class
  - Evaluations are important!
  - Student feedback matters
- Tell students what you've done with past data
  - *I've improved my course by including more review time before the final exam.*
- Give class time for evaluations
  - Notify students when class time will be given
  - Remind to bring smartphones/laptops to class
- Give extra credit for submitted surveys based on response rate



## Reporting

- Reports will be published to faculty by the DSU admin on **December 20<sup>th</sup> at 3pm**
- Three reports available to faculty:
  - Summary Report
  - Detailed Course Section Report
  - Comment Report
- Summary & Comment reports can be attached as PDFs in emails
- Faculty may create their own reports through the Custom Report wizard



## Email Reports to Faculty

Subject: Course Evaluation Reports for Spring 2010

Message | FIN 330 (1) Working Capital Management.pdf (45 KB) | FIN 350 (1) Issues in Corporate Governance.pdf (38 KB)

Dear Timothy Faculty,

Please find attached your course evaluation results for Spring 2010. You may also login using the link below to view your reports in alternate formats. If you are a college dean or department chair, you may also login to view some additional reporting tools.

If you have any questions, please contact me at 555-555-5555 or [example@campus.edu](mailto:example@campus.edu). If you experience any technical difficulty with the StudentVoice system, please contact Annemieke Rice at 716.652.9400 or [courseeval@studentvoice.com](mailto:courseeval@studentvoice.com).

Sincerely,  
Dr. Mary Provost  
Example Institution

To view your reports online, please create your login by visiting the following link:

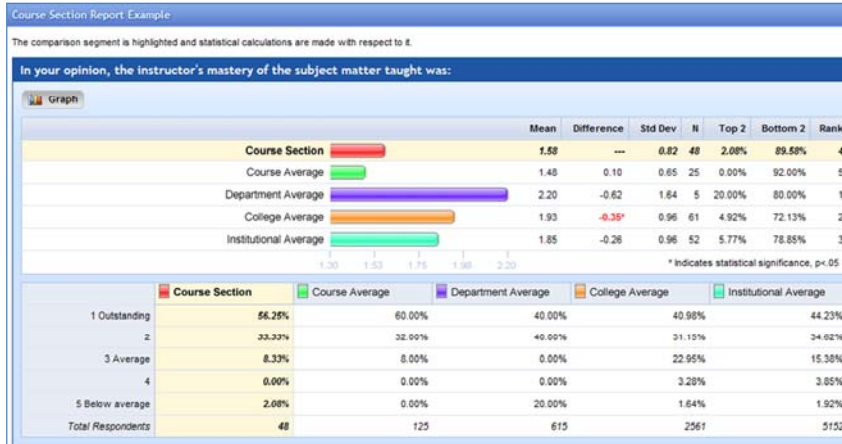
[Create Login](#)

If the link does not work, please copy and paste the following address into your internet browser's address bar:

<http://www.studentvoice.com/p/?EvalId=4517f161-17d9-4c34-8089-e7330fa2b109>



## Course Section Detailed Reports



## Summary Reports

Back

Autumn

PDF Excel

PSYC 225 (01): Social Psychology  
 Psychology (IU: 408/40)  
 Acker, Michele  
 Autumn 2010  
 Response Rate: 68.18% (15 respondents of 22 enrolled)

Question	Segment	M	SD	N
Please indicate your level of agreement with the following statements: - Overall, I am having a worthwhile experience with this course.	This Section	4.47	0.52	15
	Psychology	4.47	0.85	209
	Arts & Sciences	4.14	1.10	2803
	Institution	4.13	1.10	6259
Please indicate your level of agreement with the following statements: - Overall, this is a valuable course.	This Section	4.47	0.52	15
	Psychology	4.53	0.79	209
	Arts & Sciences	4.22	1.04	2806
	Institution	4.20	1.05	6264
Please indicate your level of agreement with the following statements: - Overall, I would recommend this course to other students.	This Section	4.47	0.52	15
	Psychology	4.47	0.85	208
	Arts & Sciences	4.08	1.15	2793
	Institution	4.09	1.15	6231



# Comment Reports

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**FIN 350 (1): Issues in Corporate Governance**  
 Finance (ID: 1692)  
 Faculty: Timothy  
 2010 Spring Semester  
 Response Rate: 72.36% (14 respondents of 19 enrolled)

Expand All | Collapse All

What did you like about this course?

- It being an online course worked nicely with my schedule.
- Learning about accounting principles. Being able to schedule my own time to work on the course.
- He gave us a lot of extra time to complete the assignments which really helped
- online
- That it was online
- Interesting
- That it was online

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What was the main reason you enrolled in this course?

Other (please specify)

- Make up failed grade

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What could be improved about this course?

- The problems in the exams didn't always reflect the exercises I practiced for each chapter.
- More interaction and it would be great to see lectures or something more interactive
- Teacher should make more interactive for all to act as a class. All he used were assignments and test, other than that there was very little interaction in compared to other online courses. When asked for assistance and/or extra work was turned down by professor. Comments on blackboard to students were the same ones he used in previous sessions as you can visibly see old dates, etc. Course needs to be updated and the teacher should take more interest in his students and the



# Create your own Reports

1

**Reporting**  
 Review, create, export

**Custom Reports**

▶ Create Reports  
 My Reports

Custom Reports allow you

+ New Custom Report

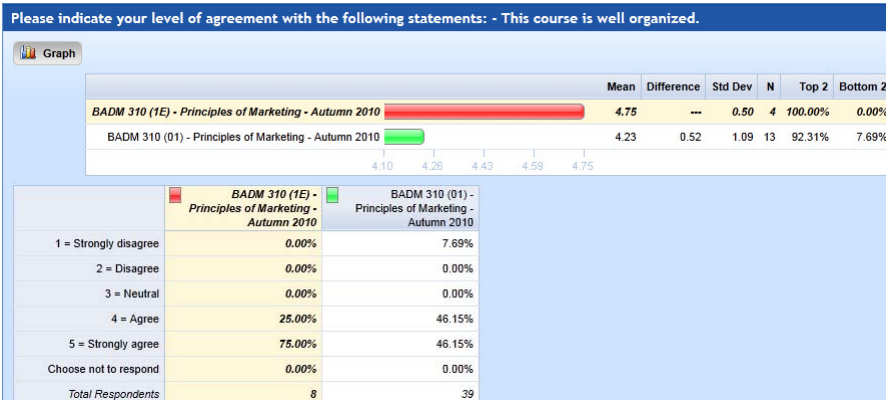
Report Name

2

Course Sections to compare:

- BADM 310 (1E) - Principles of Marketing
- BADM 310 (01) - Principles of Marketing

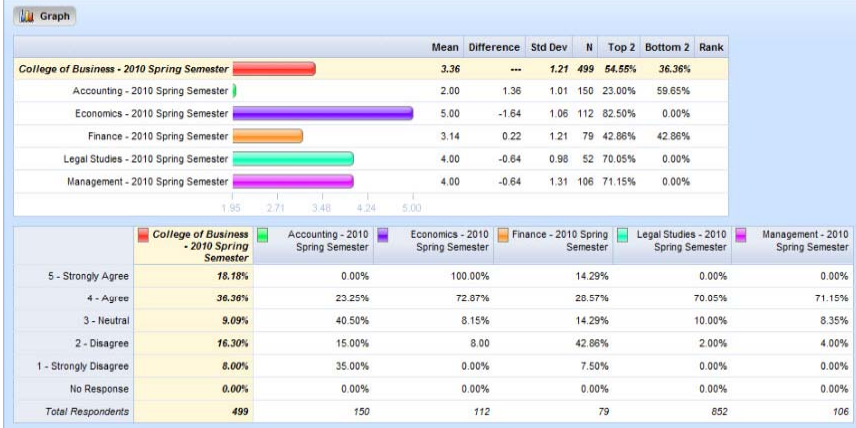
3





# Department Reports

Please indicate your level of agreement with the following statements regarding this course: - Course objectives were clearly stated on the syllabus.



Questions?

