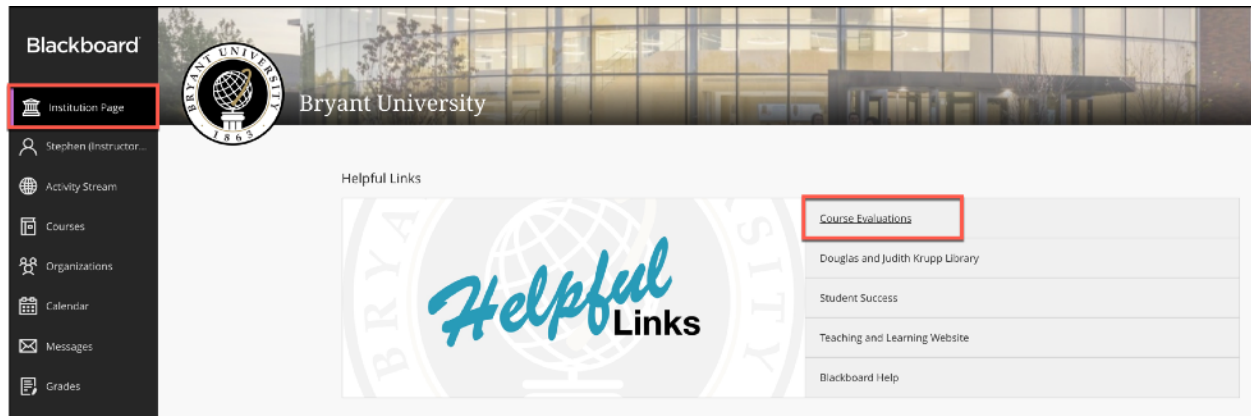
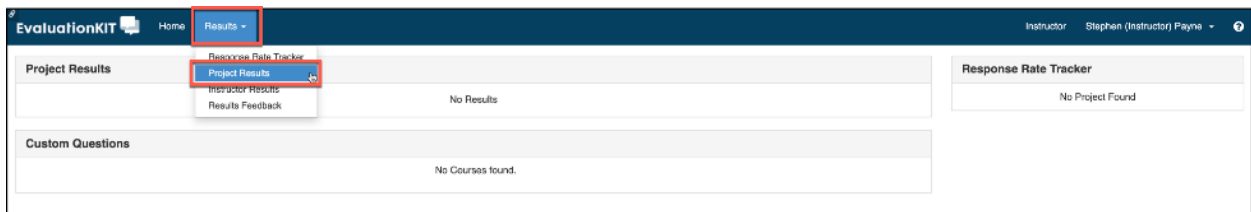


Accessing Course Evaluation Results

This document will show you how to access your course evaluations results.



- Log into **Blackboard**
- Click **Institution Page**
- Click **Course Evaluation**



- Click the **Results** menu option at the top of the screen
- Click **Project Results**



You will see a listing of projects (terms) where **evaluation results are available** to be viewed. To access the results for a project (term), click the **magnifying glass** for that project (term)

EvaluationKIT Home Results

Results / Project Results / Project Hierarchy Level Results

Project Hierarchy Level Results Fall 2019

By Hierarchy Level Course Section By Instructor

View Results

Hierarchy Level

Select Level x

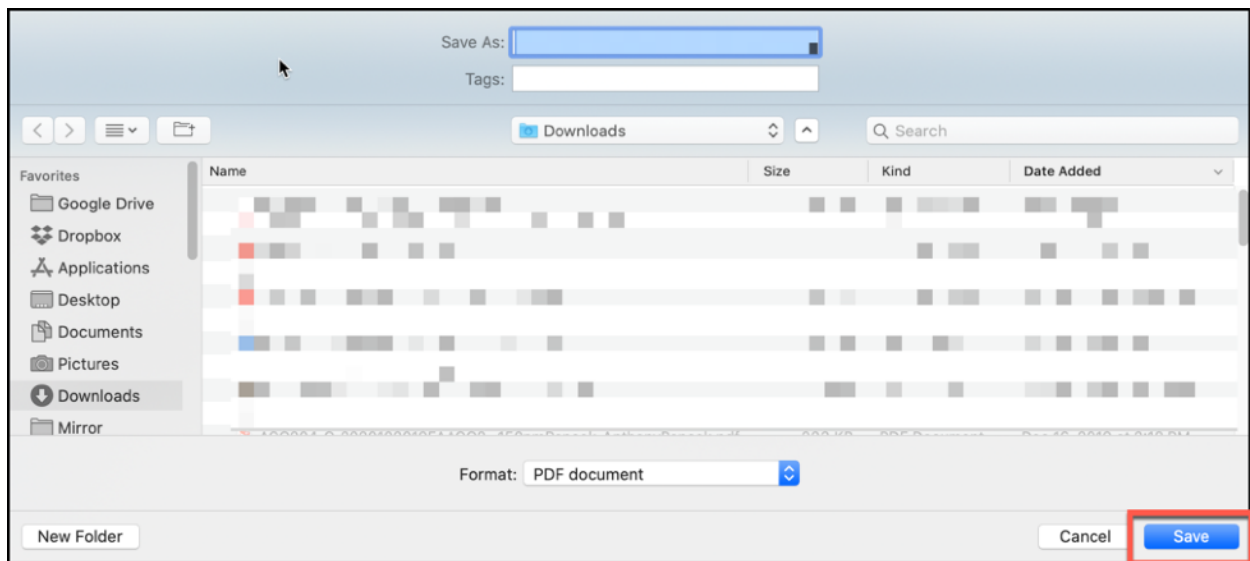
Detailed Report Detailed Report + Comments Short Report Short Report + Comments Raw Data

As an administrator, you can view results via **Hierarchy Level, Course Section, or By Instructor**. EvaluationKit provides a number of report options, including a Raw Data option.

e : Stephen-Stephen (Instructor)-Edward-Jeff-Edwin

Generating Report

After clicking the report you want, you'll see a **Generating Report** status window.



After the report is generated, you'll be prompted to **save it to your computer**. Depending on your browser and your system, your save window option maybe different than the one pictured above, but the overall process will be the same. Save the document to your system so you can view it afterwards.