Faculty Dashboard

Faculty have access to their own personalized webpage that will display real time response rates, course evaluation reports, and course roster information.

Faculty will log into https://*uab*.campuslabs.com/**faculty**/

You will be taken to a personalized home page that displays all courses in which you are enrolled as an instructor.

Faculty can view the dates of when evaluations will open/close, when reports are available, and a **View Results** button if the term has ended and data has been released to them. Once they click on the **View Results** button, they can view quantitative and qualitative reports.   Additionally, Summary Reports will be available at the top of the page as soon as reports have been released for all of their courses.
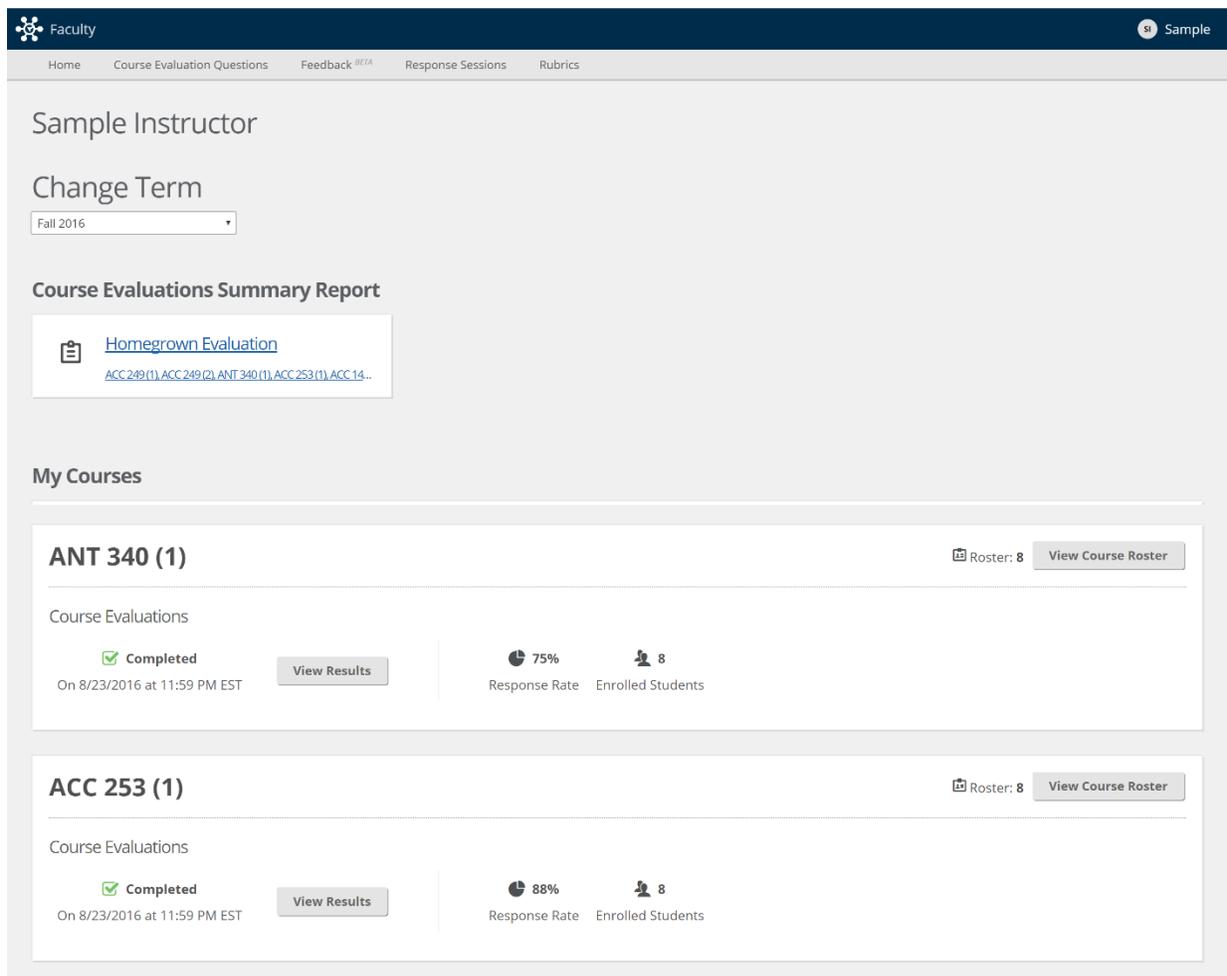
Faculty

Home   Course Evaluation Questions   Feedback *BETA*   Response Sessions   Rubrics

SI Sample

Sample Instructor

Change Term

Fall 2016 ▼

Course Evaluations Summary Report

📋 Homegrown Evaluation
ACC 249 (1), ACC 249 (2), ANT 340 (1), ACC 253 (1), ACC 14...

My Courses

ANT 340 (1)

🗂 Roster: 8   **View Course Roster**

Course Evaluations

☑ **Completed**
On 8/23/2016 at 11:59 PM EST   **View Results**

🥧 **75%**   👤 8
Response Rate   Enrolled Students

ACC 253 (1)

🗂 Roster: 8   **View Course Roster**

Course Evaluations

☑ **Completed**
On 8/23/2016 at 11:59 PM EST   **View Results**

🥧 **88%**   👤 8
Response Rate   Enrolled Students

The Objectives Selection Form Completion Process (Formerly FIF)

[Objectives Selection Form](#) is completed for the IDEA Diagnostic Feedback and IDEA Learning Essentials evaluations to provide information about learning objectives that are relevant in the course. For information on selecting appropriate learning objectives, please see IDEA's resources [here](#).

Instructor Completion of OSFs:

Instructors will be notified by email to complete their OSFs for upcoming administrations. OSFs are available to be filled out up until the close date of an administration. After the administration window closes, selections will be available in a read only view. This will allow instructors to look back at previous semesters to review what they have selected.

Administrators can also monitor instructor completion of OSFs and send reminder mailings to instructors who have not completed their forms.

Administrators will be able to view what objectives were chosen as relevant within the instructors Summative report. **Please note:** One OSF is filled out for cross-listed course sections. All cross-listed course sections must be evaluated within the same administration in order for the OSF to be available.

Reporting Guide for Instructors

1. To access your course evaluation results, please go to https://*uab*.campuslabs.com/faculty/

2. Login to the site using your UAB username and password.

Viewing a Summary Report for the Term
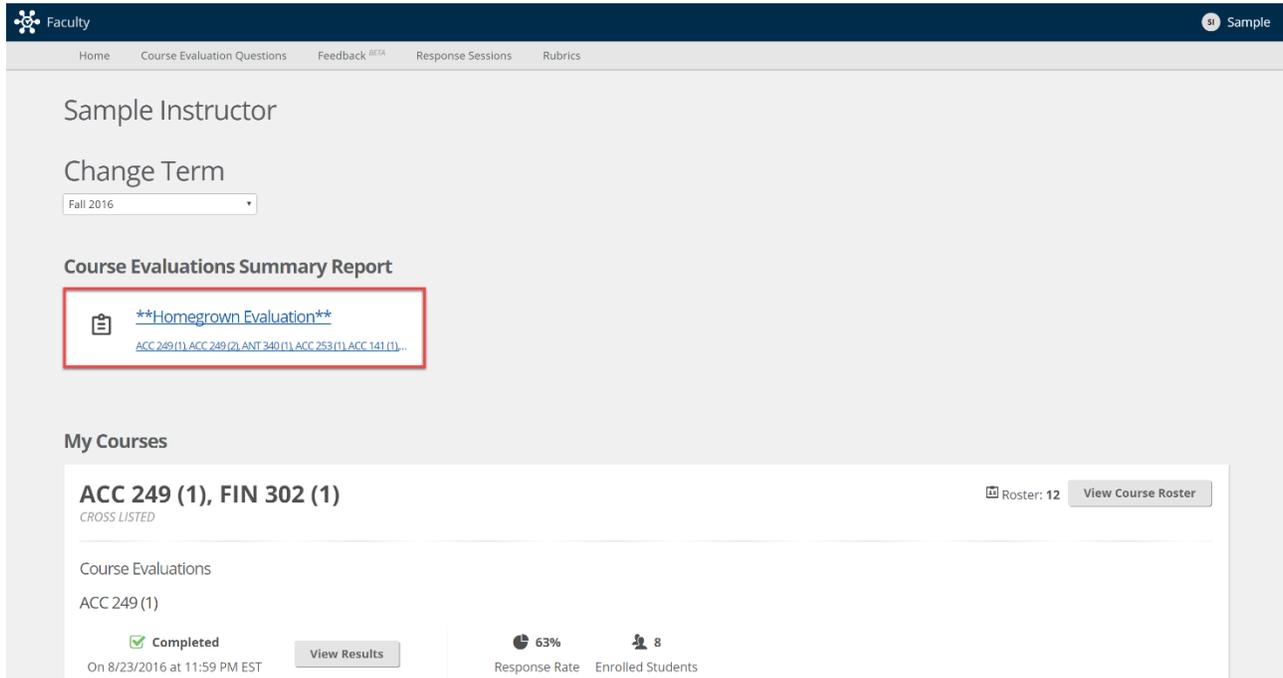
Summary reports will be available under "Course Evaluations Summary Report". There will be one report for each evaluation that was used to evaluate a section within the term. Your administrator may also include a link in an email communication that will take you directly to this report.
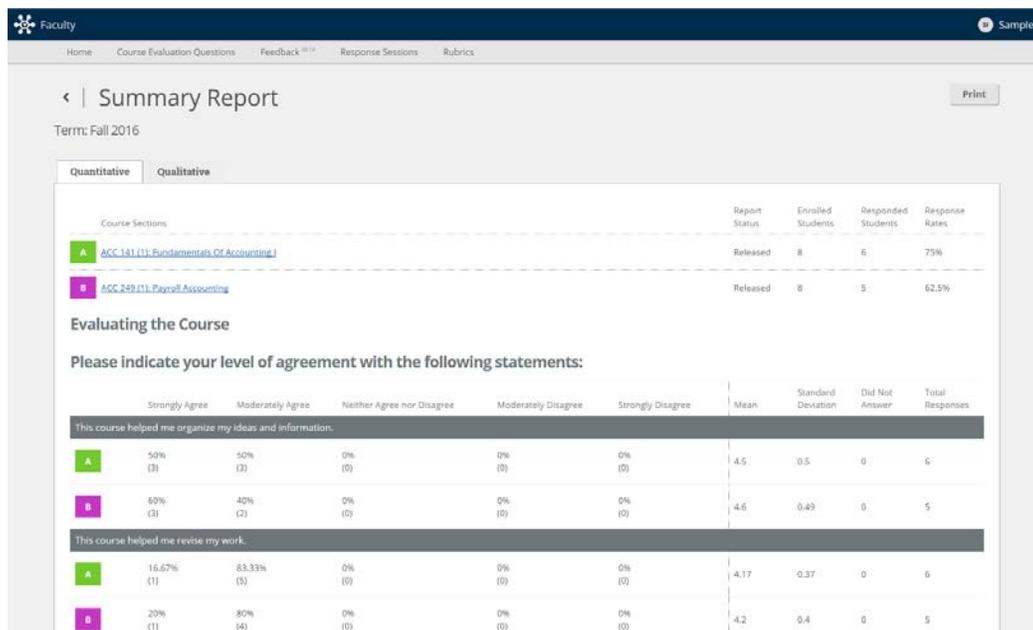
Each question asked on the evaluation is listed with the frequency, total number of responses, mean, standard deviation, and number of students that may have skipped the question. Courses are grouped together by question so that the instructor can get a holistic view of all data for that particular item.

By clicking on the course section name an instructor will be directed to the detailed report for that section.

The "Report Status" column will indicate if your administration has or has not released reports for a particular section.

To print or save the report as a PDF use the print button in the upper right-hand corner of the screen.
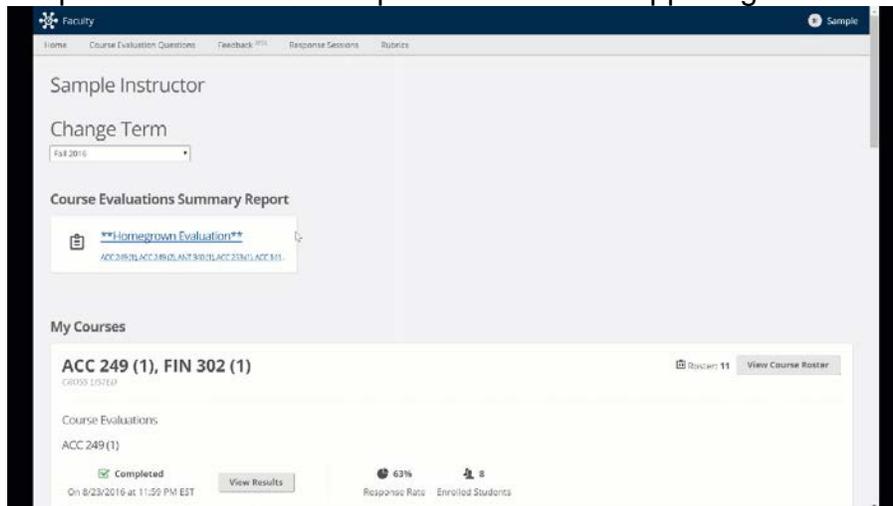
Viewing Individual Course Reports

Upon logging in you will be brought to your dashboard which will default to the most current term in which you have a course section.
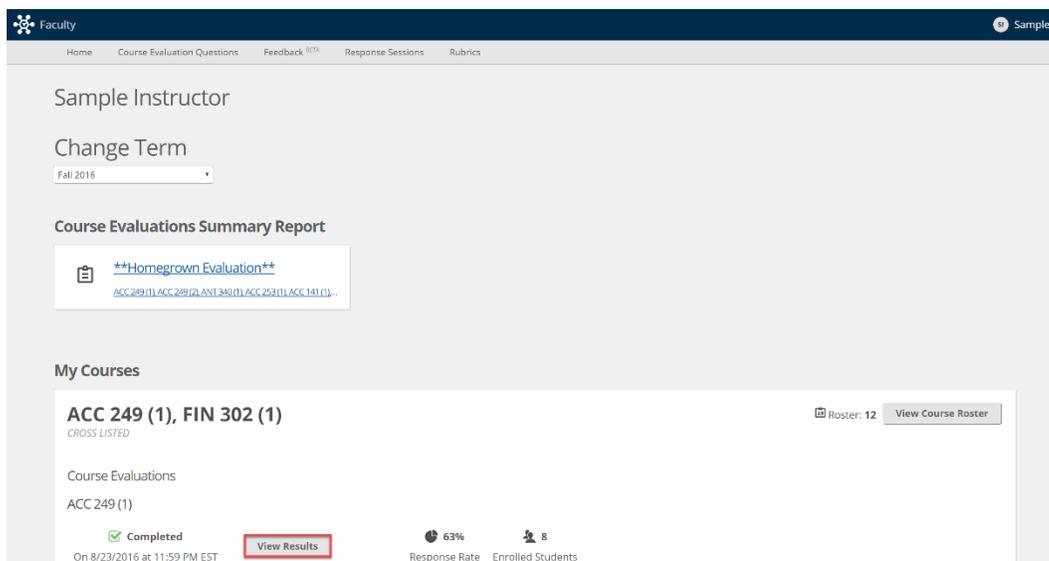
1. Click **View Results** for the course that you would like to review reports for.

**If the View Results button is not shown, the evaluation for that section may still be collecting data or the data has not been released to you yet by your administrator.

2. Click on a report tab to view the specific data from that course.

Types of Reports

Quantitative Responses

This is a summary of all responses with a frequency distribution, mean, standard deviation, and count of responses.

⚙ **Faculty**								SI **Sample**

ACC 249 (1): Payroll Accounting

‹   Fall 2016 🖨

Sample Instructor

	👤📋	👤✓	🥧
	8	5	62.5%
	Students Enrolled	Students Responded	Response Rate

⚙ Quantitative	📄 Qualitative	⇄ Segment Comparison

Evaluating the Course

Please indicate your level of agreement with the following statements:

Strongly Agree	Moderately Agree	Neither Agree nor Disagree	Moderately Disagree	Strongly Disagree	Mean	Standard Deviation	Did Not Answer	Total Responses
This course helped me organize my ideas and information.								
60% 3	40% 2	0% 0	0% 0	0% 0	4.6	0.49	0	5

Qualitative Responses

This is a summary of all open-ended questions applicable for the course.