

Printing a SFS Comprehensive Report by Department

1. A Comprehensive Report by department gives you the ability to print one whole report for every instructor in your department in one evaluation session (e.g., Fall 2016 Regular classes).
2. Log into IOTA at www.uta.edu/iota/results using your NetID.
3. Select a session from the Recent Evals Dropdown (For this exercise, we will generate the SFS Comprehensive Report for Fall 2016 Regular classes).



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Active Evals	Recent Evals	Historical Evals	Viewing/Printing Options							
Please click arrow			Fall 2016 Regular	Summer 2017 Intersession	Summer 2017 11-Week					
Evaluation Session	Spring 2017 Winter Intersession	Summer 2017 First Five-Week (5W1)	Summer 2017 Second Five-Week (5W2)							
▶ Summer 2017	Spring 2017 Regular									
▶ Summer 2017 Second Five-Week (5W2)	8/2/2017 8:00:00 AM	8/14/2017 11:59:00 PM	40	9	22.50 %	40	9	22.50 %		
▶ Summer 2017 First Five-Week (5W1)	6/13/2017 8:00:00 AM	7/11/2017 12:59:00 AM	19	12	63.16 %	29	17	58.62 %		
▶ Summer 2017 Intersession	5/23/2017 8:00:00 AM	6/3/2017 12:59:00 AM	71	9	12.68 %	71	9	12.68 %		
▶ Spring 2017 Regular	1/20/2017 8:00:00 AM	5/13/2017 11:59:00 PM	481	308	64.03 %	1053	640	60.78 %		
▶ Spring 2017 Winter Intersession	1/5/2017 8:00:00 AM	1/14/2017 12:59:00 AM	81	29	35.80 %	81	29	35.80 %		
▶ Fall 2016 Regular	9/13/2016 8:00:00 AM	1/5/2017 11:59:00 PM	654	426	65.14 %	1809	1058	58.49 %		

Page loaded in 3.05 seconds

Misuse of this system is a violation of your school's policies and subject to appropriate disciplinary action.
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4. Wait a while for the system to work. When it populates, you should see this screen.



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Active Evals Recent Evals Historical Evals Viewing/Printing Options

Please click arrow (▶) below in order to expand the session. To view your results/reports click on each blue Course Code

Evaluation Session	Start	End	Students	Std Resp	Rate	Total Evals	Responses	Rate
▶ Summer 2017 11-Week	7/19/2017 8:00:00 AM	8/26/2017 1:59:00 AM	46	24	52.17 %	59	32	54.24 %
▶ Summer 2017 Second Five-Week (5W2)	8/2/2017 8:00:00 AM	8/14/2017 11:59:00 PM	40	9	22.50 %	40	9	22.50 %
▶ Summer 2017 First Five-Week (5W1)	6/13/2017 8:00:00 AM	7/11/2017 12:59:00 AM	19	12	63.16 %	29	17	58.62 %
▶ Summer 2017 Intersession	5/23/2017 8:00:00 AM	6/3/2017 12:59:00 AM	71	9	12.68 %	71	9	12.68 %
▶ Spring 2017 Regular	1/20/2017 8:00:00 AM	5/13/2017 11:59:00 PM	481	308	64.03 %	1053	640	60.78 %
▶ Spring 2017 Winter Intersession	1/5/2017 8:00:00 AM	1/14/2017 12:59:00 AM	81	29	35.80 %	81	29	35.80 %
▲ Fall 2016 Regular	9/13/2016 8:00:00 AM	1/5/2017 11:59:00 PM	654	426	65.14 %	1809	1058	58.49 %

School	Course Code	Course Title	Instructor	Department	Avg Score	Stdts	Responses	Rate
CAPPA	ARCH-1101-001/INTD-1101-001	ACADEMIC SUCCESS SKILLS ARCH/ACADEMIC SUCCESS SKILLS INTD ON-F2F		ARCH	4.49	125	70	56.00 %
CAPPA	ARCH-1301-001/ARCH-1301-002/ARCH-5301-001	INTRO ARCH & INTD/INTRO ARCHITECTURE/INT DESIGN ON-F2F		ARCH	4.04	251	113	45.02 %
CAPPA	ARCH-1341-001	DESIGN COMMUNICATIONS I ON-LAB		ARCH	3.98	44	22	50.00 %
CAPPA	ARCH-1341-002	DESIGN COMMUNICATIONS I ON-LAB		ARCH	3.89	24	11	45.83 %

5. Next, select Comprehensive Report (Purview) from the Viewing/Printing Options Dropdown menu.



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Active Evals Recent Evals Historical Evals Viewing/Printing Options

Please click arrow (▶) below in order to expand the session. To view your results/reports click on each blue Course Code

Evaluation Session	Start	End	Students	Std Resp	Rate	Total Evals
▶ Summer 2017 11-Week	7/19/2017 8:00:00 AM	8/26/2017 1:59:00 AM	46	24	52.17 %	
▶ Summer 2017 Second Five-Week (5W2)	8/2/2017 8:00:00 AM	8/14/2017 11:59:00 PM	40	9	22.50 %	
▶ Summer 2017 First Five-Week (5W1)	6/13/2017 8:00:00 AM	7/11/2017 12:59:00 AM	19	12	63.16 %	
▶ Summer 2017 Intersession	5/23/2017 8:00:00 AM	6/3/2017 12:59:00 AM	71	9	12.68 %	
▶ Spring 2017 Regular	1/20/2017 8:00:00 AM	5/13/2017 11:59:00 PM	481	308	64.03 %	
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▲ Fall 2016 Regular	9/13/2016 8:00:00 AM	1/5/2017 11:59:00 PM	654	426	65.14 %	

School	Course Code	Course Title	Instructor	Department	Avg Score
		ARCH-1101-001/INTD-			
		ACADEMIC SUCCESS SKILLS			

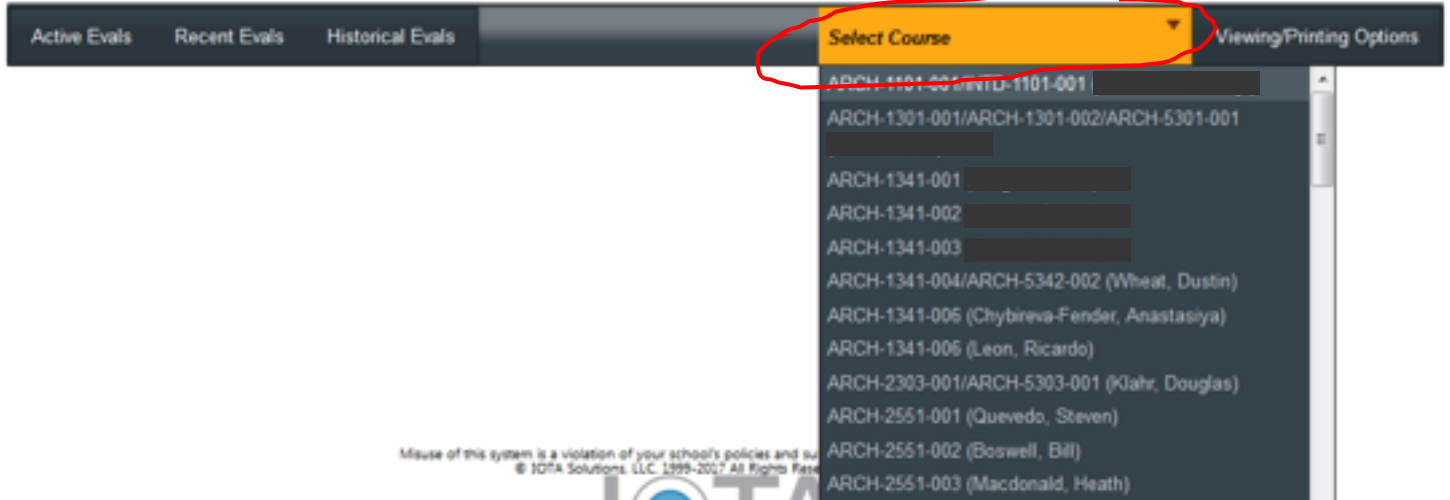
Viewing/Printing Options

- ⋮ Benchmark
- ⋮ View Graphs/Comments
- ⋮ Course Comparison
- ⋮ Browse Results
- ⋮ Comprehensive Report (Course)
- ⋮ Comprehensive Report (Faculty)
- ⋮ **Comprehensive Report (Purview)**
- ⋮ Historical Analysis
- ⋮ Search Comments
- ⋮ Print Page
- ⋮ Download Raw Data

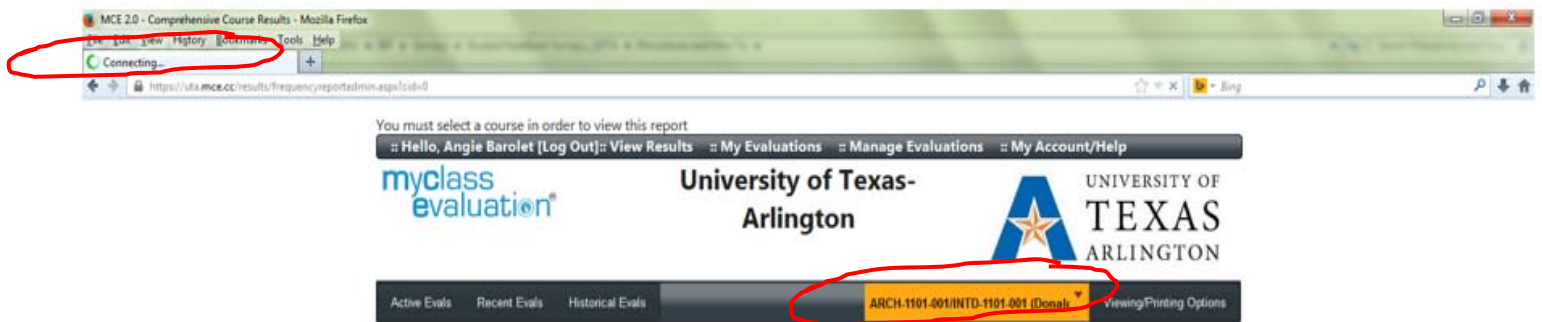
6. Select any course from the triggered drop down menu. This will trigger the system to gather all the courses within the session.



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7. Once you select a course, the program will begin generating the SFS Comprehensive report of every course in your department for this particular eval session (Fall 2016 Regular classes). Please wait while the system is generating the reports (see the screen shot below).



8. Next, the SFS Comprehensive Report will appear on your screen as shown below...



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Active Evals Recent Evals Historical Evals **Select Course** Viewing/Printing Options

Comprehensive Report for ACADEMIC SUCCESS SKILLS ARCH/ACADEMIC SUCCESS SKILLS INTD (ARCH-1101-001/INTD-1101-001) -

Question	1. Strongly Disagree	2. Disagree	3. Neutral	4. Agree	5. Strongly Agree	Mean	StDev
1.1. The instructor clearly defined and explained the course objectives and expectations. (70 Responses)	3 / 4.29%	0 / 0.00%	3 / 4.29%	13 / 18.57%	51 / 72.86%	4.56	0.93
1.2. The instructor was prepared for each instructional activity. (70 Responses)	1 / 1.43%	2 / 2.86%	6 / 8.57%	19 / 27.14%	42 / 60.00%	4.41	0.88
1.3. The instructor communicated information effectively. (70 Responses)	3 / 4.29%	1 / 1.43%	3 / 4.29%	18 / 25.71%	45 / 64.29%	4.44	0.97
1.4. The instructor encouraged me to take an active role in my own learning. (69 Responses)	3 / 4.35%	0 / 0.00%	3 / 4.35%	13 / 18.84%	50 / 72.46%	4.55	0.93
1.5. The instructor was available to students either electronically or in person. (69 Responses)	2 / 2.90%	1 / 1.45%	4 / 5.80%	16 / 23.19%	46 / 66.67%	4.49	0.90
2.1. Which attributes of the course and/or the professor helped you learn the material? (When the course is next taught, what should be done in the same way?)							

9. After the Comprehensive Report is loaded, go to Viewing/Printing Options and click on Print Page. Print the report as a PDF to save the report to your computer.



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Active Evals Recent Evals Historical Evals **Select Course** Viewing/Printing Options

Comprehensive Report for ACADEMIC SUCCESS SKILLS ARCH/ACADEMIC SUCCESS SKILLS INTD (ARCH-1101-001/INTD-1101-001) -

Question

1.1. The instructor clearly defined and explained the course objectives and expectations. (70 Responses)

1.2. The instructor was prepared for each instructional activity. (70 Responses)

1.3. The instructor communicated information effectively. (70 Responses)

1.4. The instructor encouraged me to take an active role in my own learning. (69 Responses)

1.5. The instructor was available to students either electronically or in person. (69 Responses)

2.1. Which attributes of the course and/or the professor **helped** you learn the material? (When the course is next taught, what should be done in the same way?)

Print

Printer: Adobe PDF

Name: Adobe PDF

Status: Ready

Type: Adobe PDF Converter

Where: Documents*.pdf

Comment:

Print to file

Print range:

All

Pages from: 1 to: 1

Selection

Copies:

Number of copies: 1

Collate

OK Cancel

Viewing/Printing Options

- Benchmark
- View Graphs/Comments
- Course Comparison
- Browse Results
- Comprehensive Report (Course)
- Comprehensive Report (Faculty)
- Comprehensive Report (Purview)
- Historical Analysis
- Search Comments
- Print Page**
- Download Raw Data

PLEASE NOTE: The Comprehensive Report page is prompted by first choosing a session, and then a course, any course in the session by choosing one from the Select Course drop down.

Furthermore, besides the ability to generate Comprehensive Report for the whole department (using the Purview option), you also can generate Comprehensive Report by Course and Faculty.