

Accessing Course Evaluation Results

Using the Course Evaluation & Surveys system (formerly EvaluationKit)



****Please note: The system is not compatible with Safari or FireFox internet browsers, so please use another browser, such as Chrome or Edge.**

1. Access ETSU's D2L Brightspace Platform

Navigate to <http://elearn.etsu.edu>. Using your ETSU credentials, log in to the learning management system.

2. Launch the Course Evaluation & Surveys Dashboard

Please scroll to the bottom of your My Home page, which is the default landing page for D2L. Locate the “**My Surveys**” widget (*Figure 1*) and click on the link titled “**Click here to access the Course Evaluations & Surveys system** (formerly EvaluationKit).”

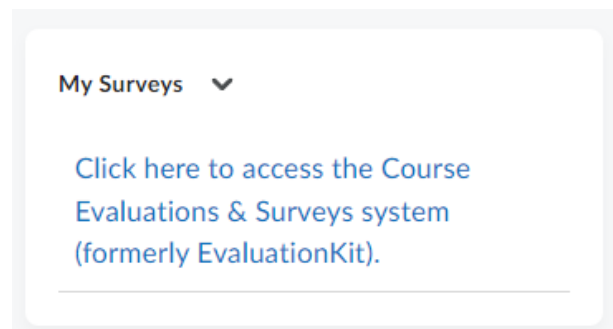


Figure 1

3. Identify the Appropriate Semester

Clicking the link (mentioned in Step 2) will open the Course Evaluation & Surveys Dashboard, providing access to your Course Evaluation results. These results are organized by semester. Click on the appropriate semester (*Figure 2*) to access course-specific evaluations.

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Home Results - Instructor

Response Rate Tracker
Project Results
Instructor Results
Report Builder
Results Feedback

Search Projects

Name Where Between And

Search

Project Results

Name	Project End Date	Results Start	Results End
2021 Fall: Full & Second 7-weeks	12/3/2021	12/17/2021	Open
2021 Spring: Full & Second 7-weeks	4/30/2021	5/14/2021	Open

Figure 2

4. Download the Course Evaluation Report

For a particular course, click the download icon located to the far right of each course name (Figure 3). Clicking this icon will download a copy of the course-specific evaluation report to your default download location.

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Home Results - Instructor

Results / Project Results / Project Results

Project Results 2021 Fall: Full & Second 7-weeks

Note: Courses with response rates lower than the threshold setup by your Administrator may not be displayed below.

Batch Report

Project Results

Course Code	Title	Unique ID	Report

Figure 3

Note: The default download location for most users is the Downloads folder.

5. View the Course Evaluation Report

Open the PDF from your default download location to view the evaluation results. The filename will begin with the course CRN and semester code.