Accessing Campus Labs Course Evaluation Reports

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

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

Towson University Authenticated Login

Use your Towson University NetID to log into

Campus Labs

(https://federation.campuslabs.com/shibboleth)

Username

Password

Login

Forgot Password   Manage My NetID

Terms and Conditions

Questions and/or Comments?

Trends Analysis

An Instructor resource for professional development.

Within this report Instructors will be able to

- use at-a-glace reports to focus on quality of instruction
- View results across multiple academic terms without having to pull up side-by-side reports
- Make connections between longitudinal data sets for holistic insights

To view this report Instructors can log into the faculty experience and click on Trends Analysis button in the grey bar.

The main page of the report shows all of the questions that have been on an evaluation that was used to evaluation a course section the instructor has taught.
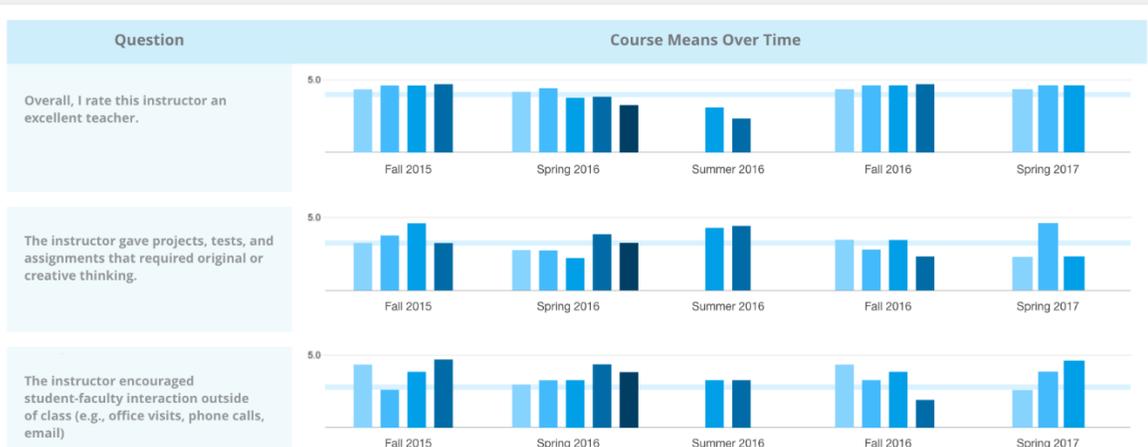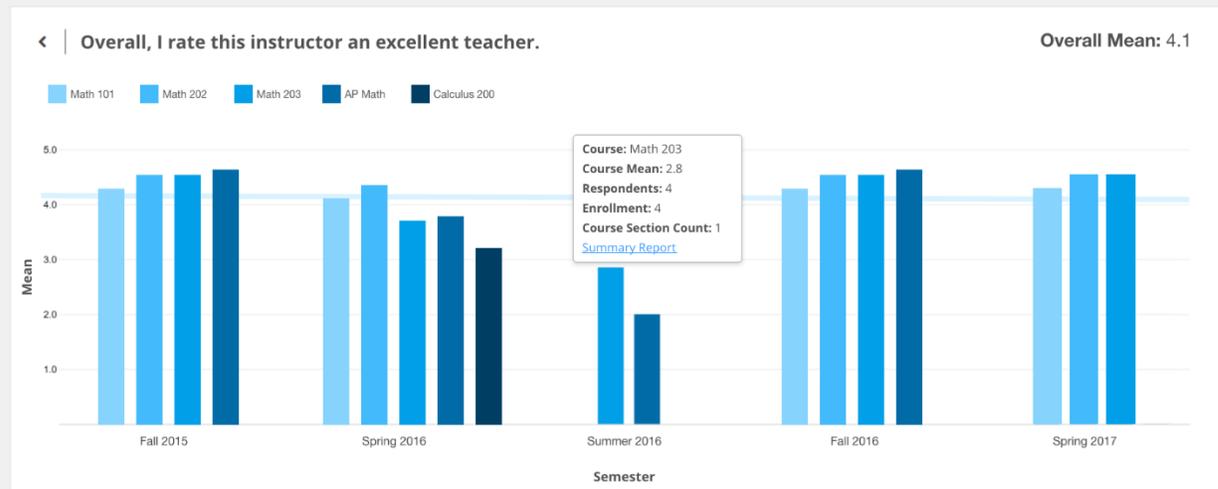

Instructors can get more detailed information by clicking on a question they would like to look into further. This detail page shows the Instructor their means for this question per course across all the semesters it has been asked. An Overall Mean is also shown which is a calculation of all responses from all course sections for this question.

A filter option is available by clicking on the box next to a course. An Instructor may want to only compare the results of two courses.

Additionally, when clicking on any one of the bars a course details box will appear. This box will provide more contextual information about the course including the mean, number of responses, number of enrollments and how many sections of this course there were. From here an Instructor can also link to their Summary Report for the semester in which that course was taught.

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.

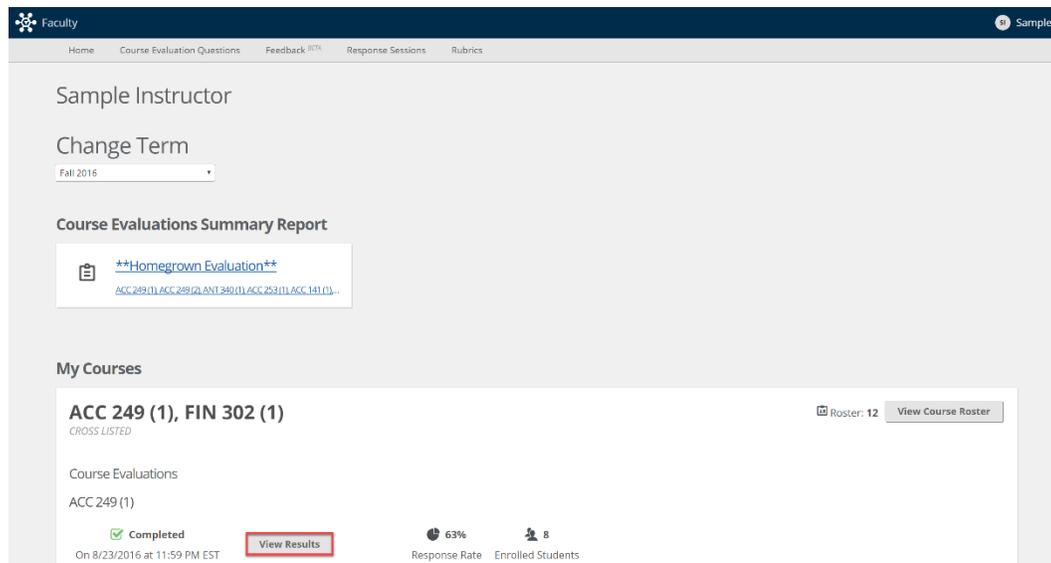 By clicking on the course section name an instructor will be directed to the detailed report for that section.

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. Then click on the change button and click on save as pdf and click on save again.

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.

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.

ACC 249 (1): Payroll Accounting

Fall 2016 🖨

Sample Instructor

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

🥧 Quantitative	🗐 Qualitative	⇄ Segment Comparison

Comments -

- This class was a ton of fun!
- I really enjoyed this course and I am sad to see it end!
- I enjoyed the course!

Segment Comparison

This report displays a graphical representation of the mean and frequency distribution. A bench marking option is available for the applicable Course, Program, Department, College, or institution-wide mean (these options vary by institution). To customize the comparison displayed select the segment to view in the *Your Course Compared to* dropdown menu. A count of responses and course sections is then displayed for that segment.

Each question may be expanded to view frequency information. The mean difference displays if the comparison segment is similar, higher, much higher, lower or much lower.

Please note that this report only displays questions that have a mean calculated. The report does not identify other faculty or specific courses, just the summary data.