

## Institution Settings Definitions in Eval25 – Access to Reports

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The following table contains the Access to Reports Institution Settings, along with a description, listed options, the meaning of the setting, and each setting's default. [View the Full Institution Settings Here.](#)

To update fields that are not editable by Eval25 administrators, please submit a support request.

### Access to Reports

Setting Name	Description	Options	Meaning of Setting	Setting Default	Admin Can Edit
Hide Individual Responses Report	Should the Individual Responses Report be hidden from Instructors	Yes/No	Allows the Individual Responses Report to be hidden from Instructors.	No	No
Students view reports	Can students view evaluation reports?	Yes/No	Allows students to use the Report Browser to view Ratings Summaries for all courses. Comments and Individual Responses are not available to students.	No	No
Instructors view others' reports	Can instructors view other instructors' reports?	Yes/No	Allows instructors to use the Report Browser to view Ratings Summaries for all courses. Comments and Individual Responses are not available to students.	No	No
Instructors view others' associated sections	Can instructors view other instructors' reports for associated sections?	Yes/No	Allows instructors to view the reports for other sections of the courses taught by that instructor. Reports display on the Instructor Home Page under the heading, "Other Instructors' Courses."	No	No
Instructors export viewable reports	Can instructors export quantitative data for reports that they can view?	Yes/No	Allows instructors to export quantitative data for the reports they have permission to view.	Yes	Yes

Instructors export their own sections	Can instructors export quantitative data for reports that they taught?	Yes/No	Allows instructors to export quantitative data for the courses they taught.	Yes	Yes
Instructors view others' team-taught sections	Can instructors view other instructors' reports for team-taught sections?	Yes/No	Allow instructors to view reports for other instructors of their course in instances when a course is taught by a "team."	No	No
Demographic hiding level: respondent report	The level at which the institution hides demographic questions on per respondent report.	All Users. All Users but Admins. No Users.	Dictates which users are able to see demographic information on Individual Responses reports.	All Users	Yes
Minimum enrollment to show reports	The minimum number of students to be enrolled in a course before results can be shown to instructors. 0 for no restrictions	(Integer)	Dictates whether reports generated for classes with low enrollment will be hidden to protect student anonymity, and if so, the minimum number of students enrolled before a report is to be visible.	(blank)	No
Demographic hiding level: summary report	The level at which the institution hides demographic questions on summary report.	All Users. All Users but Admins. No Users.	Dictates which users are able to see demographic information on Rollup Reports and Ratings Summary.	All Users	Yes

Rollup reports access level	The level users can access Rollup Reports	<p>Users with 'View Diagnostics' permission can view granted courses.</p> <p>Users with permissions can view permitted levels; Instructors can view own courses.</p> <p>Instructors can view all levels</p> <p>Users can view all levels.</p> <p>No users can use.</p>	States whether access to the Rollup Report should be restricted in any way, and if so, by what method. For example, an instructor can be limited to only the courses he or she has taught, or a user can be limited according to their permission settings.	Yes	Yes
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