

Institution Settings Definitions in Eval25 – Evaluations

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The following table contains the Evaluations 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.

Evaluations

Setting Name	Description	Options	Meaning of Setting	Setting Default	Admin Can Edit
Institution's Evaluation Type	Indicates the evaluation type	Instructor Evaluation Course Evaluation Composite Evaluation	States whether students complete one form per instructor OR one form per course.	Instructor Evaluation	No
Instructor send reminders	Can instructors send reminders to students?	Yes/No	States whether instructors have the ability to send reminders to students. If "Yes," all reminders sent by instructors include the following disclaimer at the bottom: "Please know that the Eval25 online course and faculty evaluation system keeps your information and identity 100% confidential. All course evaluations are anonymous. This email was sent to all students who have not completed an evaluation for this course. Neither your instructor or any administrators have access to see who receives this email."	No	Yes
Number of TA instructors to be chosen	How many instructors can students choose for their TA sections?	One, Zero One, Zero or More One or More	Enforces restrictions on the number of TAs a student can evaluate.	One	Yes

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Students reset their evaluations	Can students reset their evaluations?	Yes/No	Allows students to “clear” an evaluation form and re-submit.	No	Yes
Students decline their evaluations	Can students decline their evaluations?	No Decline, Decline On First Page, Decline on Last Page	Dictates whether students can decline an evaluation and if so, where the “decline” button should appear on the form.	No Decline	Yes
Low Enrollment Form Instructions	Manages the possibility of compromised anonymity in low enrollment courses	Threshold If set to greater than zero, Low Enrollment Instructions Threshold will appear in Configuration/Text Settings	The text entered will display on evaluation forms to students in courses being evaluated that have enrollment below the threshold indicated in the institution settings.	0 (zero)	Yes
Space Satisfaction Question Enabled	Should the space satisfaction evaluation be enabled?	Yes/No	Determines whether or not the space satisfaction evaluation is enabled.	No	No
Exclude Space Questions for Missing Rooms	Should courses without assigned rooms be excluded from space questions?	Yes/No	Determines whether or not space evaluation questions are only displayed for courses that have a room assigned.	Yes	No