

# Viewing Course Evaluation Results in Eval25

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Use the Eval25 Report Browser to see the evaluations for selected groups of courses in your school and/or department.



### Security Note

Access to the Report Browser is typically restricted to department heads and deans.

## Using the Report Browser

1. Choose Report Browser from the Reports menu.

HomeReportsMy QuestionsConfigurationSurvey

### Report Browser

Please select a course evaluation report to view.

Term(can select multiple)  
All (11 terms)  
Winter  
Fall  
Summer  
Spring

School(can select multiple)  
All (4 schools)  
Arts and Sciences  
Business  
Engineering  
Health

Department(can select multiple)  
All (6 departments)  
Fine Arts and Communicatio  
Humanities  
Library  
Science  
Social Science  
World Languages & Cultures

Instructor(can select multiple)

Course

Search

GoReset

(Total 332)View AllDownload All (332 Courses)

Show Filter

Previous

12345678910

Next

Term	Course	Type	Instructor	Action
Fall	Anthropology102	Archaeology	Lecture	Johnson, AaronView
Fall	Anthropology103	Cultural Anthropology	Lecture	Gonzolas, EricView
Fall	Anthropology234	Biological Anthropology	Lecture	Gonzolas, EricView

Image: Choose your search criteria from the Term, School, Department, Instructor, and Course sections.

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## 2. Select the Course You're Interested in

Look through the appropriate entries from the lists. These lists are customized for your school.

In the example above, the user has selected to view data for courses that match the following criteria:

- The term is Satellite Campus Fall 2013
- The school is Business Administration
- The department is Information Systems



### Tip

The Report Browser allows users to select multiple items (Terms, Schools, Departments, Instructors) when filtering items for reports. Use the Ctrl key (Windows) or Command key (Mac) and click to select multiple items at once.

Locate the course you'd like to view evaluation information for and select the **View** link.

## 3. Choose an Action to Take

Once you've landed on the Ratings Summary page, you can:

- Review [ratings summary details](#)
- View [student course comments](#)
- See [individual student evaluation responses](#)



### Note

Reports can be selected from a dropdown menu located at the top right of each report page. Report options within the dropdown menus vary based on custom reports you have created. If you have not created any custom reports, only the default reports are listed. They can be unpublished and replaced by other reports if your school desires to do so.

See [Evaluation Response Rate & Status Tracking](#) for more information.