

Each school/college and department designates EvaluationKIT administrator(s) for the new course feedback system. All administrators will be able to monitor response rates across courses, generate custom reports, and engage with instructors in dialogue about the results. EvaluationKIT features include:

Manage Courses

View all courses in the administrator's area that will be surveyed during the project period; each course listing includes enrollment numbers and course feedback start and end dates.

Response Rate Tracker

View live response rates throughout the feedback period.

Report Builder

Create custom reports across multiple projects using selected criteria.

Project Results

Access and download reports from any project by the following:

- Hierarchy level (i.e., department)
- Course section
- Instructor

Generate batch reports compiling results from multiple courses/instructors onto a single report.

Export raw data for additional analysis.

Note: Administrators will not distribute results to instructors. Instructors are notified and able to access results directly through the system.

Instructor Means Reporting

View aggregated mean scores for selected questions for a specific course and/or instructor within one project or across multiple projects.

Results Feedback

Engage in an online dialogue about results with instructors.

Custom Questions

Select questions from the EvaluationKIT item banks to include on the department or school/college survey.

Note: IEA will initially create school/college/department surveys in EvaluationKIT. Following the launch, administrators can refer to the EvaluationKIT item banks and submit a request to the IEA course feedback team to make survey changes if necessary.