Watermark Course Evaluations

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CES Results

Info & Tips to Help Navigate Your Results

What happens after course evaluations are done?

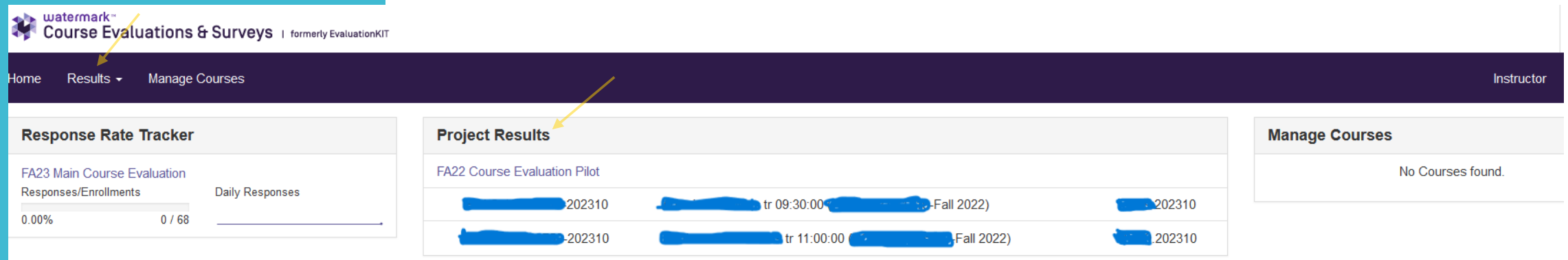
Results: Side Note

- The "Semester's project" refers to all courses evaluated in a semester. CES uses the course's part-of-term to run its processes, but everything is combined into one project.
- The graphics used in this presentation may not have the same Project Titles or similar data. They are just used to help visualize the information.
- This information may seem overwhelming at first. Believe me, it gets easier when you get used to using the Watermark Dashboard.
- Some things may evolve over time, either with Watermark upgrading their product or us learning new ways to get necessary information.

Results General Information

- Course evaluation results open to instructors on the Friday after grades are due to the Registrar's Office.
  - The Fall 2023 date was December 22nd
- An email from WSU Evaluations was sent to those instructors who had a course evaluated in the semester's project.
  - The email provided a link to view results. It also provided a Response Rate Table listing the courses and the response data.
- Courses that were merged in Blackboard will have merged results.

Access Results

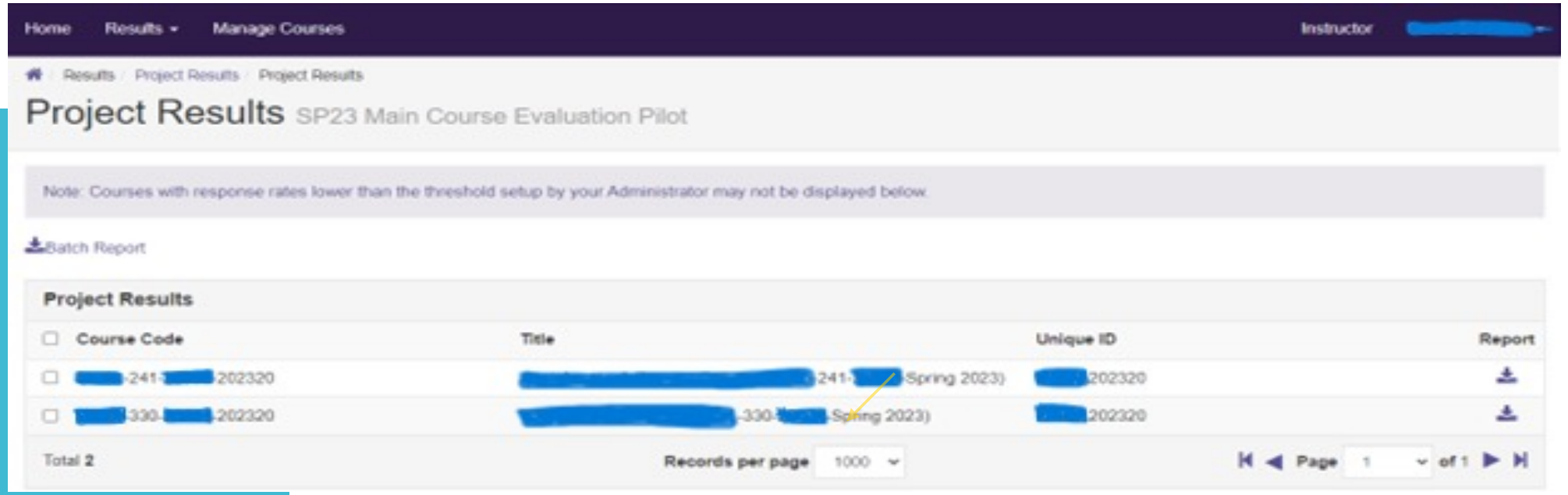


- Via link in WSU Evaluations email
- Via Blackboard – Tools – CES box – Instructors Dashboard appears
- Results can be accessed from the Project Results Widget and from the purple ribbon bar.

Project Results Widget

- Semester project results will only appear in the widget if there is adequate data to compile the results.
  - There will be no results for courses with no student responses or if the number of responses is less than 5.
- If the instructor has insufficient number of responses for all courses, one or both statements would apply to them.
  - "Note: Courses with response rates lower than the threshold set up by your Administrator may not be displayed below."
  - "No Courses Found"
- If the instructor had a course without enough responses but other courses did have enough responses, the courses with data will be listed.

Examples


Home
Results
Manage Courses
Instructor
Results / Project Results / Project Results
Project Results SP23 Main Course Evaluation Pilot
Note: Courses with response rates lower than the threshold setup by your Administrator may not be displayed below.
Batch Report
Project Results
Course Code
Title
Unique ID
Report
Spring 2023)
202320
Total 2
Records per page
1000
Page
1
of 1

Project Results SP23 Main Course Evaluation Pilot
Note: Courses with response rates lower than the threshold setup by your Administrator may not be displayed below.
Project Results
Course Code
Title
Unique ID
Report
No Courses Found.

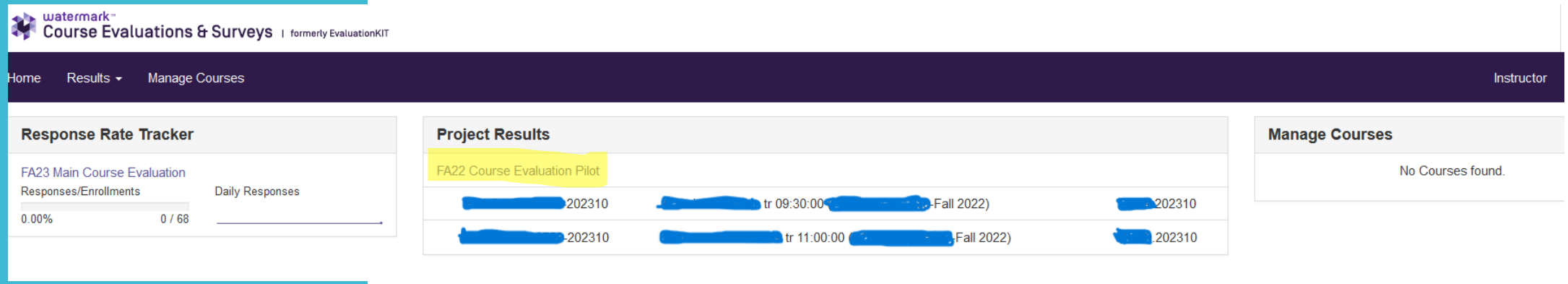
Scenarios Regarding Results

Basically, there are three different scenarios regarding results.

1. All courses evaluated have data for results.
2. No courses evaluated have data for results.
3. Some courses evaluated have data for results.

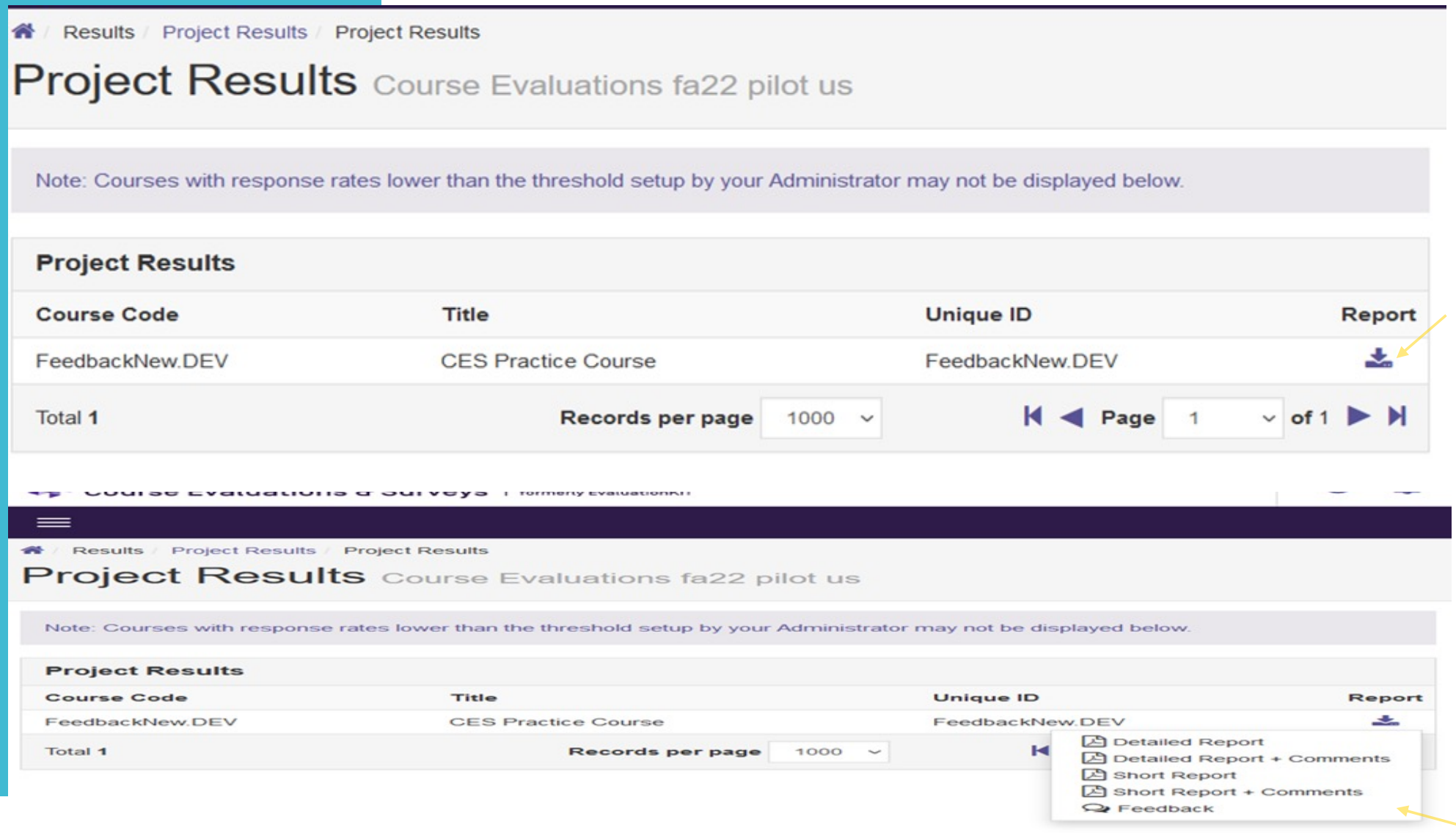
All courses evaluated have data for results

- Access results via widget by clicking the semester project link or by clicking Results in the ribbon bar.



- The project names will include the semester and year followed by Main Course Evaluation, unless they were a pilot group.

Click the icon under Report and select the report option



No courses evaluated have data for results

- If you have no courses listed, the below screen will appear and display the statement of “No Courses Found.” This statement will be shown when there are no responses collected (meaning 0 students responded) or the results are unavailable due to the result restrictions per policy.

- You can do a print screen or screen capture to save this statement for future reference or you can always follow these steps to locate it at a later date.

- If you would like to download information to show you requested course evaluations, but not enough data was available for a result report, you can follow the instructions on How to Retrieve Response Rate Information.

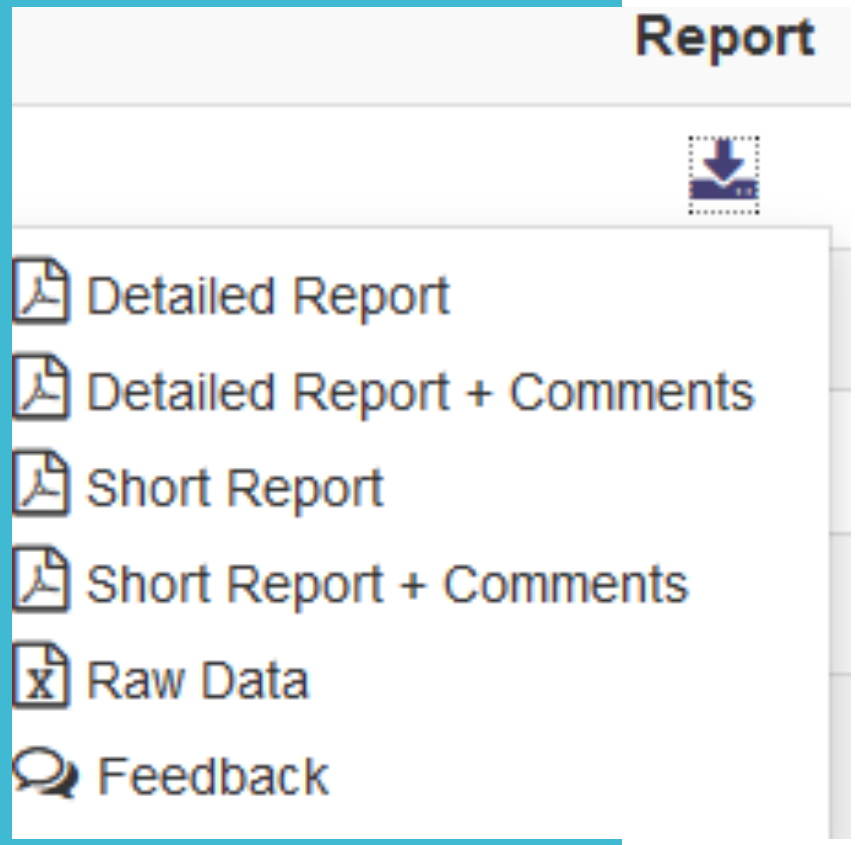
Some courses evaluated have data for results

If you have both scenarios, such as some courses appear with results while other courses do not appear, then the below statements might apply to you regarding the missing courses.

- The instructor opted out (deleted a course) from having course evaluations administered. Therefore, the course is not listed as it is no longer in the system.
- If the instructor did not opt-out from having course evaluations administered, but insufficient number of responses occurred, the course will not be listed. In addition, there will not be a statement provided as shown in the previous slide.

The process for results for this scenario can use the previous two scenarios' procedures.

Types of Reports



- All reports will show the course's individual mean, median and standard deviation. It will also show the statistics by university and division.
- The bottom of the report will show the means of means from the instructor questions and then by the course questions.
- Some of the counts may be different question to question if a student didn't answer each and every question.

Detailed Report and Detailed Report + Comments

Wichita State University
SP23 Main Course Evaluation Pilot

WICHITA STATE UNIVERSITY

Course: XXX-000-2000-202320: Course (XXX-000-2000 Spring 2023)
Instructor: Test Instructor
Response Rate: 17/18 (94.44 %)

Statistics are reported for each question. It includes the instructor's results & compares them with the university & division results.

1 - Please respond to the following statements about the course.

Course materials prepared me for graded assignments.

Test Instructor

Response Option	Weight	Frequency	Percent	Percent Responses	Means
Strongly Disagree	(1)	2	11.76%		4.29 / 4.20 / 4.21
Disagree	(2)	0	0.00%		
Undecided	(3)	0	0.00%		
Agree	(4)	4	23.53%		
Strongly Agree	(5)	11	64.71%		

0 25 50 100 — Question / University / Division

Response Rate	Mean	STD	Median	University	Mean	STD	Median	Division	Mean	STD	Median
17/18 (94.44%)	4.29	1.31	5.00	1726	4.20	0.94	4.00	526	4.21	0.95	4.00

2 - Please respond to the following statements about Test Instructor. -												
Conducted the course in a well-planned manner.												
Response Option	Weight	Frequency	Percent	Percent Responses	Means							
Strongly Disagree	(1)	1	5.88%		4.65	4.27	4.33					
Disagree	(2)	0	0.00%									
Undecided	(3)	0	0.00%									
Agree	(4)	2	11.76%									
Strongly Agree	(5)	14	82.35%									
				0 25 50 100	Question	University	Division					
Response Rate	Mean	STD	Median	University	Mean	STD	Median	Division	Mean	STD	Median	
17/18 (94.44%)	4.65	1.00	5.00	1708	4.27	0.93	4.00	520	4.33	0.92	5.00	

3 - In what way(s) did Test Instructor support or not support your efforts? -	
Response Rate	14/18 (77.78%)

Mean of Means Calculations	Mean	University	Division	
Mean of Means Course	4.41	4.19	4.22	
Mean of Means Instructor	4.57	4.16	4.23	

This table lists the mean from the means of the course questions as well as the mean for the instructor questions.

Short Report and Short Report + Comments

Overall response rate for course

Response Rate: 22/26 (84.62 %)

Question		1	2	3	4	5	B1	B2	Mean	Std	Median
The learning outcomes for this course were clearly stated.	n	0	1	2	11	8	4.23	4.18	4.18	0.80	4.00
	%	0.00%	4.55%	9.09%	50.00%	36.36%					
The course followed the syllabus appropriately.	n	0	0	4	5	13	4.30	4.28	4.41	0.80	5.00
	%	0.00%	0.00%	18.18%	22.73%	59.09%					
The course was organized in a way that helped me learn.	n	0	0	2	10	10	4.10	4.06	4.36	0.66	4.00
	%	0.00%	0.00%	9.09%	45.45%	45.45%					

Scale: 1 = Strongly Disagree, 2 = Disagree, 3 = Neutral, 4 = Agree, 5 = Strongly Agree

B1 = University, B2 = College

The information not labeled as University or Division is the course results for that question.

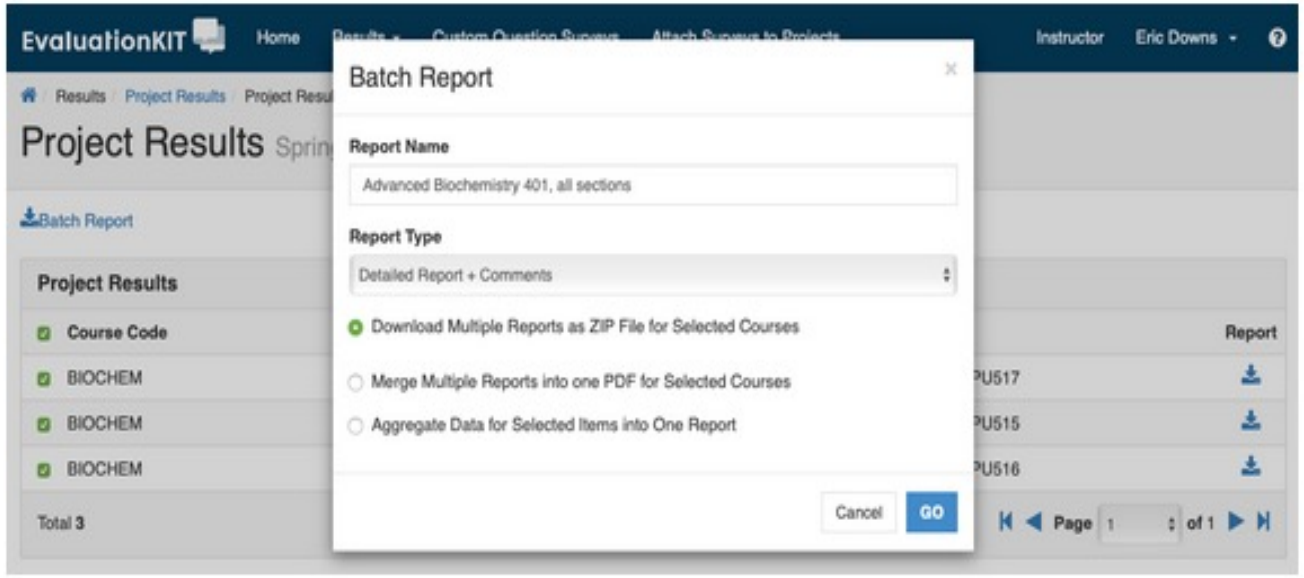
The Short Report does not show the response rate for each question or the semester's total count by university and division.

The displayed information is for each question – distribution of responses and the percent. Data includes information regarding the mean, median and standard deviation.

Raw Data

- When you select the option Raw Data it will create the Excel file for that course.
- The downloaded Excel file will contain data about the user responses, including timestamps and course information.
- It will show in the RawData tab the data from each student without any identifying information.
- The QuestionMapper tab will show what the questions are in the evaluation.

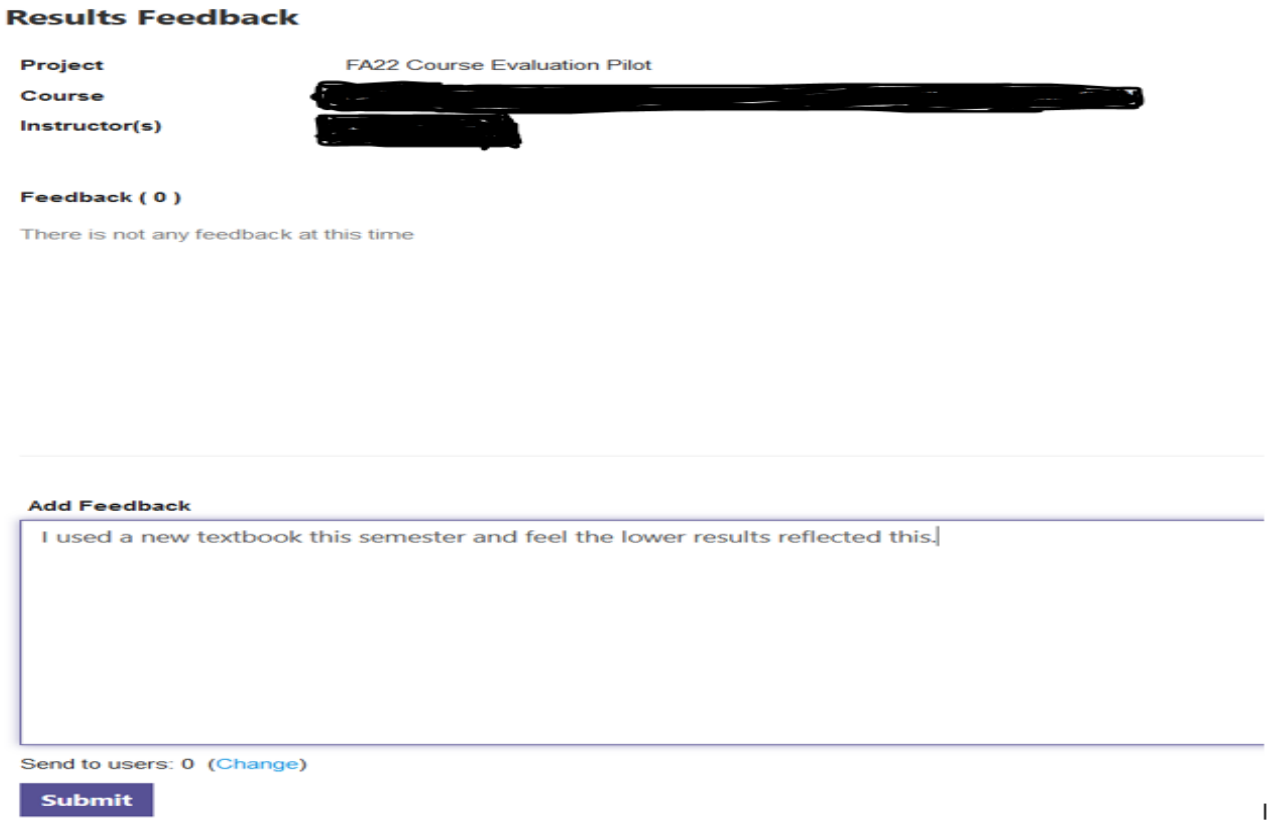
Batch Reporting

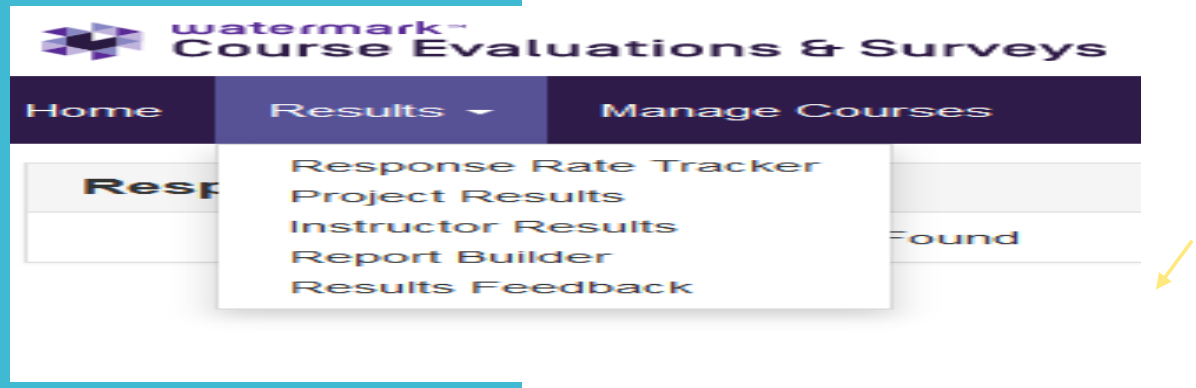


- To generate a batch report, select more than one course section and click on Batch Report when you are in Project Results.
- It will ask you a few questions. Example of a screen below. The screen that will appear for you will be updated.

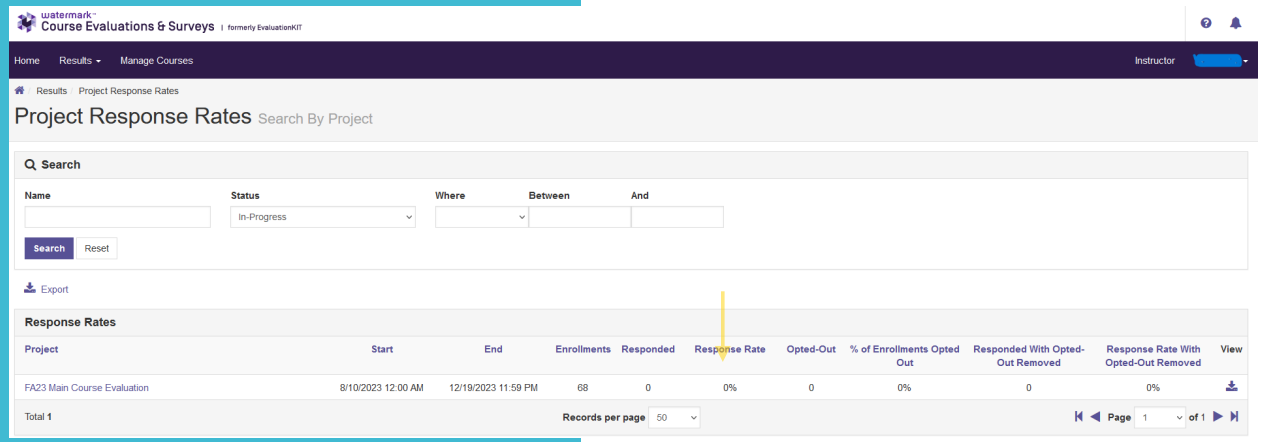
Feedback

This option is intended for different purposes than what our determined settings are programmed for. However, you can use this to keep notes for yourself.



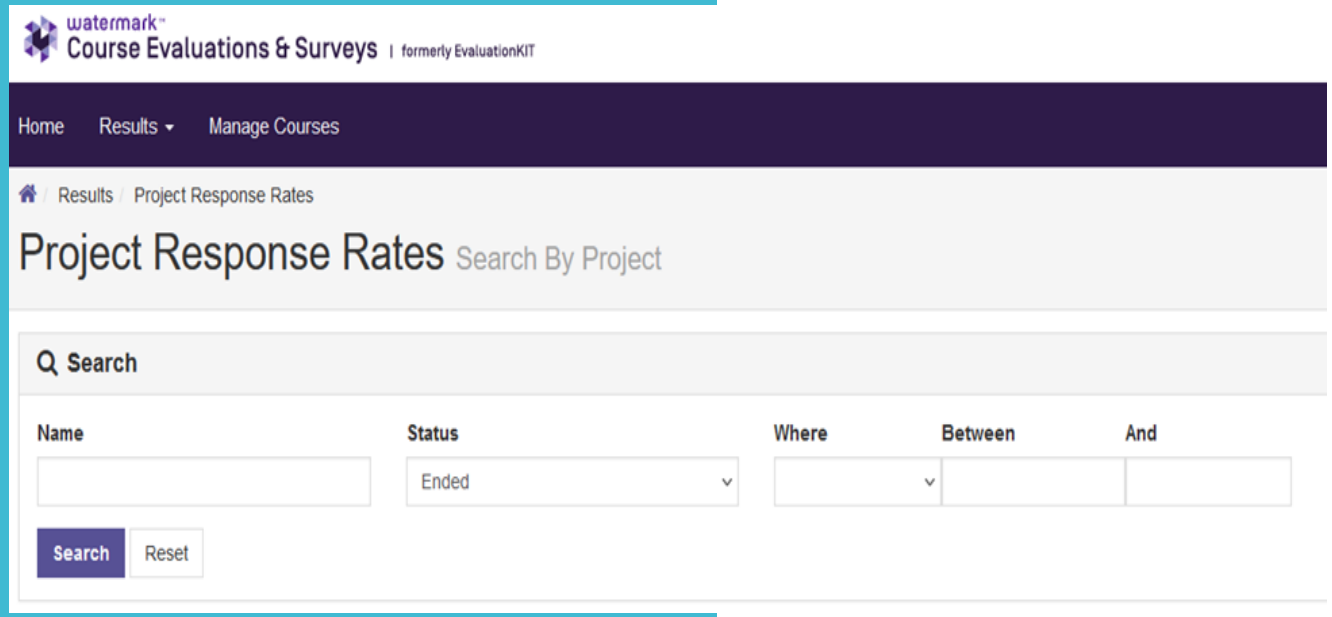


Click on Response Rate Tracker



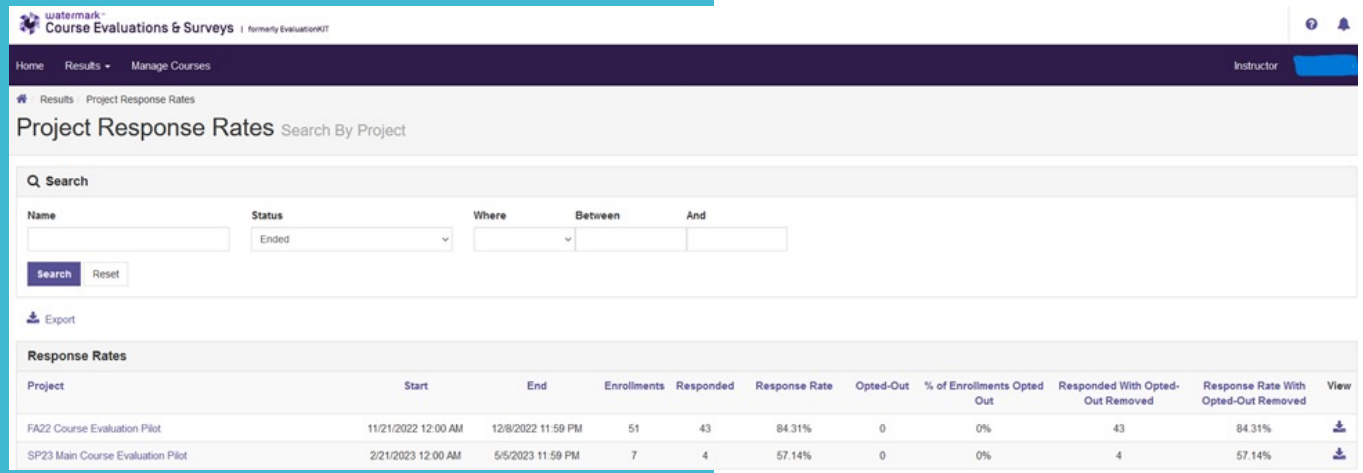
It will only list the current semester's project because that is the one that is In-Progress.

To locate the Response Rate for previous semesters



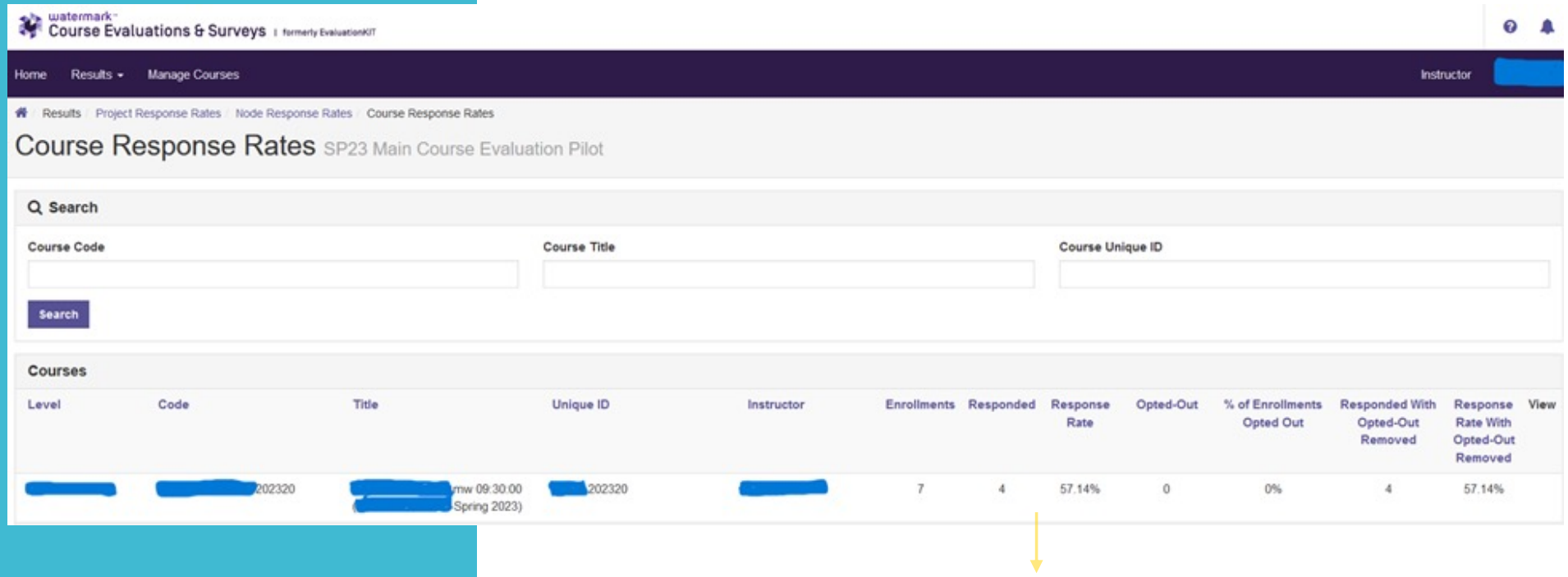
- On the Project Response Rates screen, click on the drop down under Status.
- Change the option to Ended
- Click Search

Listing of all course evaluation projects that you participated in

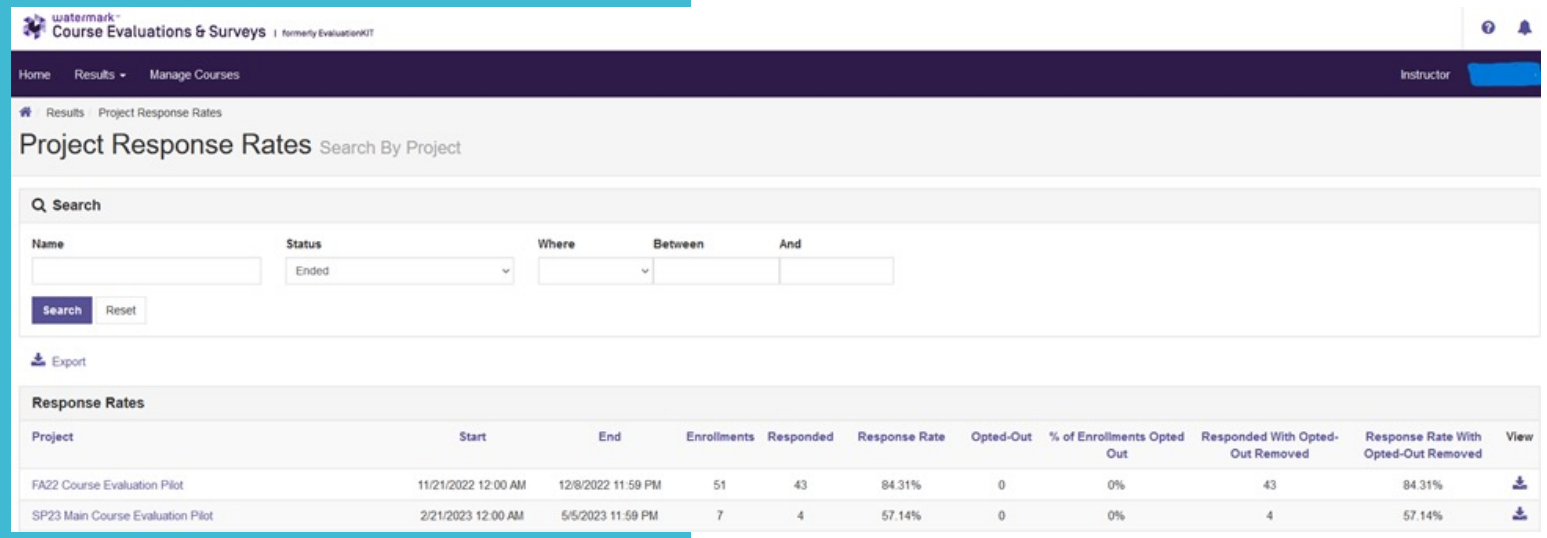


- This is the overall project information. Meaning the start/end dates are for the semester project not when your evaluations were distributed and completed. Also, response rate information is the total for all your courses in that project.
  - The Opted-Out column is in reference to any students who have opted-out from the evaluation.

Drill down to the next level of information



Lower than 5 responses: Download Course Info



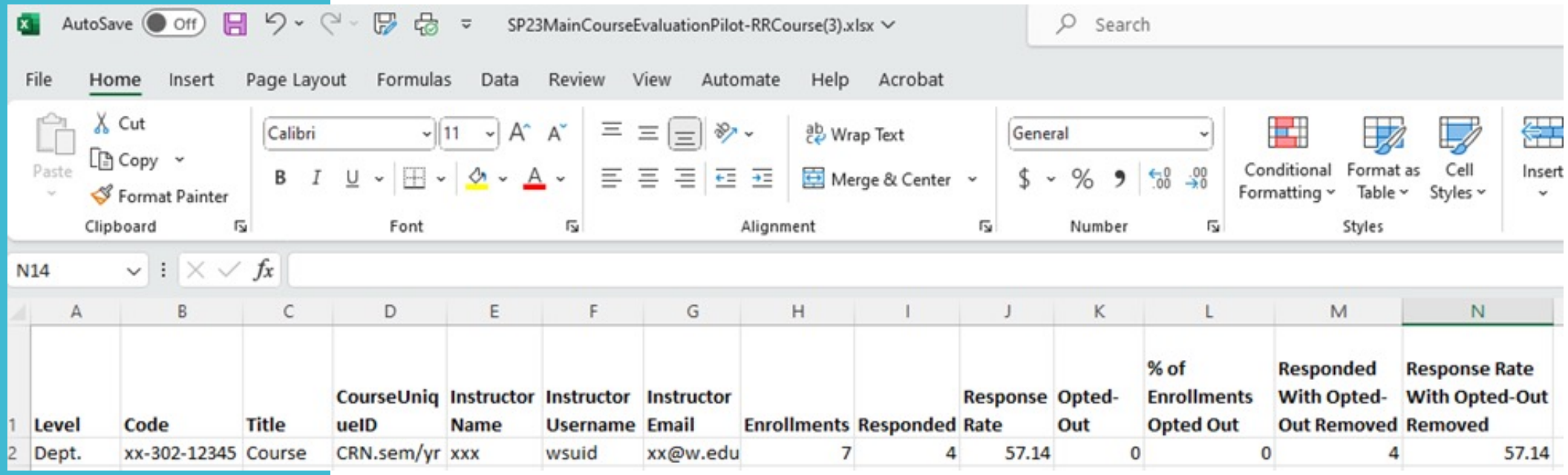
- Click the Go Back One page arrow in your browser to get to the previous screen.
- Click on the View icon associated with the semester project.

Download Course Info, continued

- A small courses box appears, click on it.
- It will download the data into an Excel file.
- Locate the Excel file from where your downloads are stored or open the file in the download notification box.
  - Example: SP23MainCourseEvaluationPilot-RRCourse.xlsx
- The information in the Excel file will be the same as shown on the Course Response Rates screen.
  - It will not have a statement of no results due to the low number of responses. However, it will show the actual number of responses and that you requested this course for an evaluation.

Download Course Info, continued

- Example of downloaded Excel File



	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Level	Code	Title	CourseUniqueID	Instructor Name	Instructor Username	Instructor Email	Enrollments	Responded	Response Rate	Opted-Out	% of Enrollments Opted Out	Responded With Opted-Out Removed	Response Rate With Opted-Out Removed
2	Dept.	xx-302-12345	Course	CRN.sem/yr	xxx	wsuid	xx@w.edu	7	4	57.14	0	0	4	57.14

Save Results

- You can access your results at any time after they become available.
- Watermark stores the results.
- CES Results from previous semesters are also available.

Save a copy

1. Open the PDF of your results. Use the save function in Adobe to save your results.
2. Save it to your secure drive.
3. This may be a good option to use if you want to have a backup copy of your results.

Share Results

- University policy is that your results are only available to you. If the results need to be shared with others, please check with your department on their policy.

- If you need to share your results with your chair or a committee you can provide them with a printed copy of your results or email it to them.

Questions

- If you would like a copy of these slides, email me at sandra.ranney@wichita.edu
- Information regarding CES can be found at https://wichita.edu/watermark
- Click on the Sections for the various topics related to CES.