Instructions on Accessing Online IDEA Student Evaluation Scores

Beginning in 2016-2017, WWU implemented an online student evaluation system. Three forms are available: (a) a comprehensive diagnostic form with 40 questions; (b) a learning essentials form with 18 questions; and (c) a teaching essentials form with 12 questions. Directions for obtaining your student evaluation summary scores differ slightly depending on the choice of form.

Logging In
Two log-in options exist:
(a) Use the following direct link https://wallawalla.campuslabs.com/faculty/ or
(b) Sign-in to myWWU and go to Campus Labs Faculty Center (not PeopleSoft) in the Faculty App Center. Select Faculty (not Course Evaluations) from the opening webpage.

Comprehensive Diagnostic Form or Learning Essentials Form (see below for Teaching Essentials Form)

Obtaining your Adjusted Average Rating* for a Particular Course
(a) Select the term in the Change Term drop-down box and then select the course by clicking on the View Results icon next to the desired course.
(b) Obtain the course adjusted average rating using one of two options: (i) As illustrated in the figure below, select the Summative tab [A] and make sure the Adjusted Averages option [B] (in the drop-down box) is selected. The score to report in your dossier is on the far right, labelled Ratings of Summative Questions [C] (e.g., 4.8).

(ii) The second way to obtain your adjusted average rating is to access the full evaluation report (PDF format) by clicking on the printer icon or Print Reports button in the top right corner (see blue circle [D] in figure above). Close the printer window and look for the following score in the left column: C. RATINGS OF SUMMATIVE QUESTIONS (Avg. of D & E). See green circle [E] in the figure below.

*Note: The adjusted average is the average score of two summative questions (overall rating of the teacher and the course), adjusted for influences beyond teacher control, such as class size and student motivation/interest. The purpose of the adjustment is to level the playing field between ratings for small classes of highly motivated students who chose to take the class versus large classes of marginal students who must enroll regardless of their interest level.
Obtaining your Adjusted Average Rating* for a Particular Course

(a) Select the term in the Change Term drop-down box and then select the course by clicking on the View Results icon.

(b) Obtain the course adjusted average rating using one of two options: (i) As illustrated in the figure below, select the Summative tab [A] and make sure the Adjusted Averages option [B] (in the drop-down box) is selected. The score to report in your dossier is on the far left, labelled Combined Averages of Summative Ratings [C] (e.g., 4.9).

(ii) The second way to obtain your adjusted average rating is to access the full evaluation report (PDF format) by clicking on the printer icon in the top right corner (see blue circle [D] in figure above). Close the printer window and look for the following score in the left column: A. OVERALL RATINGS (Avg. of B & C). See green circle [E] in the figure below.

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