Instructions on Accessing Online IDEA Student Evaluation Scores (2016-2017)

During 2016-2017, WWU implemented an online student evaluation system. To test the three forms available, a different form was used each quarter, as follows: (a) fall quarter, comprehensive diagnostic form, 40 questions; (b) winter quarter, learning essentials form, 18 questions; (c) spring quarter, teaching essentials form, 12 questions. The reports for fall and winter quarters are the same but the report for spring quarter differs slightly. Consequently, separate instructions for spring quarter appear at the end of this document.

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 Student Evaluations) from the opening webpage.

FALL AND WINTER QUARTERS ONLY (For spring quarter, see separate instructions below)

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, ensure that the Summative tab [A] and the Adjusted Averages option [B] (in the drop-down box) are 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 in the top right corner (see blue circle [D] in figure above). Close the printer window and look for the following score: 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, ensure that the Summative tab [A] and the Adjusted Averages option [B] (in the drop-down box) are 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: A. OVERALL RATINGS (Avg. of B & C). 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.