

STUDENT EVALUATION OF COURSE AND INSTRUCTOR USING SMARTEVALS

INFORMATION FOR STUDENTS:

- **DO NOT ATTEMPT TO INFLUENCE YOUR FELLOW STUDENTS.**
- **Your evaluation is important.** The information provided becomes part of the permanent record of the instructor. It is used to evaluate faculty performance when making decisions concerning tenure and promotion, research support, and teaching and research awards. Please complete your evaluation objectively and independently, including the comment section.
- **The instructor is required to leave the room** while the evaluations are being completed. Failure of the instructor to leave should be reported immediately to the department chair.
- **Your evaluation should not be discussed with your instructor before or after completion.**
- **If you want your written comments to be taken seriously**, please be sure they are appropriate, relevant to the course, and free of obscenities.
- **Do not include any identifiers on your form, ex: name, Rnumber, etc.**
- **Instructors will only have access to de-identified data after grades have been submitted and finalized.**
- **Evaluation results can be found:**
www.smartevals.com > log in > See results (located at the bottom of the screen)
- **If you have any questions regarding the confidentiality of your evaluation or how the information is used, please contact Dr. Rob Stewart, Sr. Vice Provost, 104 Administration, 742-2184.**