

## How to read the data summary sheets for the new Course & Instructor Evaluation Form

- Course: 1234567890      This number is the specific 10 digit string for identifying the course section, instructor, department and college.
- Course Desc (ription):      Course title
- Instructor:      Instructor's name
- Year:      Year of administration
- Semester:      Semester of administration
- Inst(ructor) No:      Each part time and full time faculty member is randomly assigned a 3 digit number each semester. The number varies and is used only to identify each instructor and to differentiate among multiple instructors for some course sections.
- # Respenden      Total number of students completing the evaluation.

### COURSE

Question	5	4	3	2	1	Omit	Resp	Mean	S.D.
	Hi				Lo	#	#		
1      Reason for ..	40	0	40	20	0	Number students not marking test item	Number students completing the test item)	Average (Range 5-1)	Standard Deviation (Variability)

\*Modified 12/5/2003