Accessing Course Evaluation Reports

Evaluations provide valuable feedback to improve our dual credit courses.

Purpose of Evaluations

Student course evaluations are central to the continual improvement of curriculum and the quality of instruction throughout Saint Louis University. Just as students in an on-campus course are given the opportunity to evaluate their courses, the 1818 Advanced College Credit Program also desires feedback from students in dual credit courses.

Individuals are emailed instructions at the end of the course to complete their course evaluations. This email comes directly from Saint Louis University's Office of Academic Affairs and Information Technology Services divisions. The 1818 ACC Program office will send out reminders with the instructions as the deadline for completing the evaluation each semester approaches to students.

Individual evaluations are confidential and anonymous.

High School Adjunct Instructors should heavily encourage their students to complete the evaluation. Student Course Evaluation instructions can be found in the student section on the website.

Accessing Your Student Responses

1. Open your web browser and in the web address bar type in http://myslu.slu.edu
2. A new page will open. Enter SLUnet Id and password, and click "Login."
   a. If you do not know your SLUnet Id, please contact the 1818 ACC Office for assistance.
   b. If you do not know your password, please contact SLU's IT Division at (314) 977-4000 option 2.
3. Once logged into mySLU, look for the tabs at the top of the page under the SLU header and click the "Tools" tab.
4. The page will load with a variety of icons. Locate the icon that says "Banner Self Service" and click on it.
5. On the Main Menu locate the "Faculty and Advisors" tab and click it.
6. A list of blue links will appear. Find the blue "Faculty Detail Schedule" link and click on it.
7. Underneath the Registration header there is a list of links. Locate the "Student Schedule: Detail" and click on it.
8. In the drop down menu next to the "Select A Term" header, click on the arrow and select the current term that you are enrolled in classes for. Then click "Submit."
9. You will see a list of classes that you teach. For each class listing there will be a blue link that says, "Course Evaluation Report." Click this link to access your report.
10. A new window will open displaying the Course Evaluation Report. Find the column header "Evaluations Taken." Under the header click on the number, which is linked, to view a report summary.

In addition to the following instructions below, these links are helpful in utilizing the course evaluation function as an instructor:
- Course Evaluation Information for Faculty
- Understanding the Course Evaluation Status
- Help Accessing Course Evaluation Reports
- SLU Instructions and Information for Students About Course Evaluations
- 1818 ACC Students Instructions on Accessing Course Evaluations

http://www.slu.edu/1818-advanced-college-credit-program/high-schools/instructors/student-course-evaluations