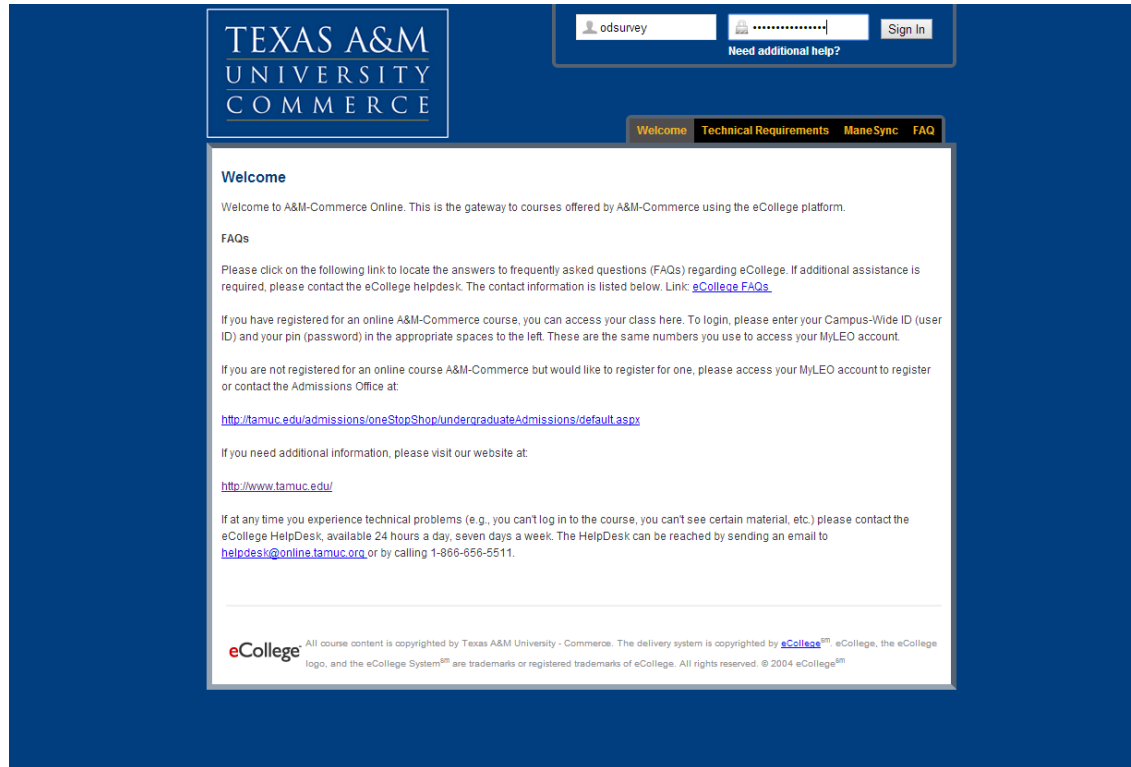
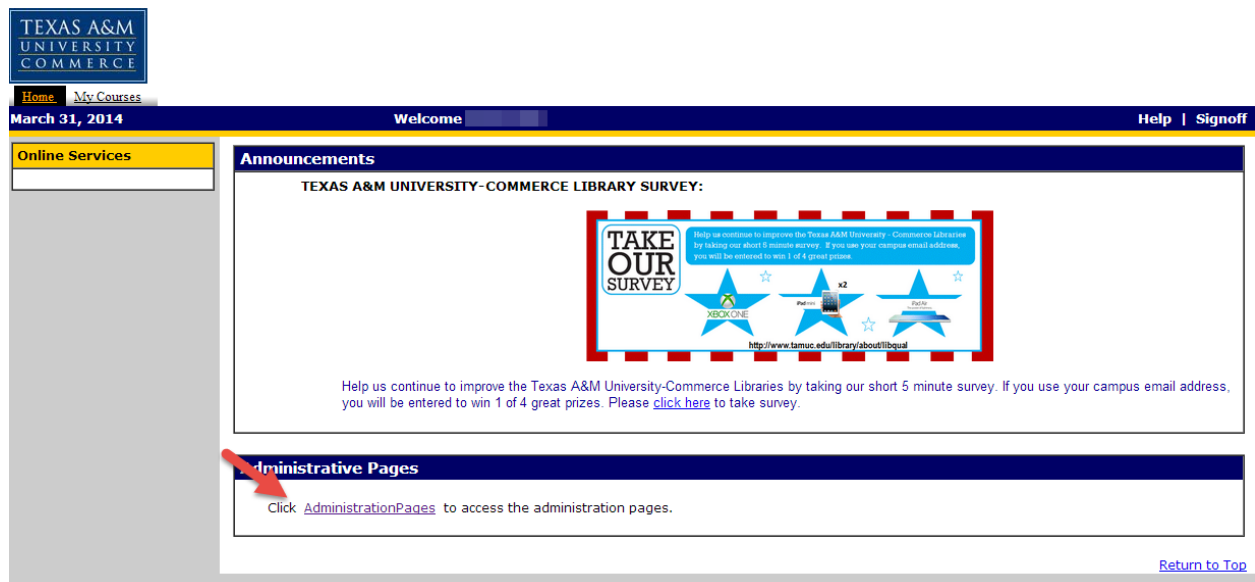


Report Generation Process

To access the results of the surveys, first refer to the survey credentials you were given. Go to <http://online.tamuc.org> and input those credentials, as so:

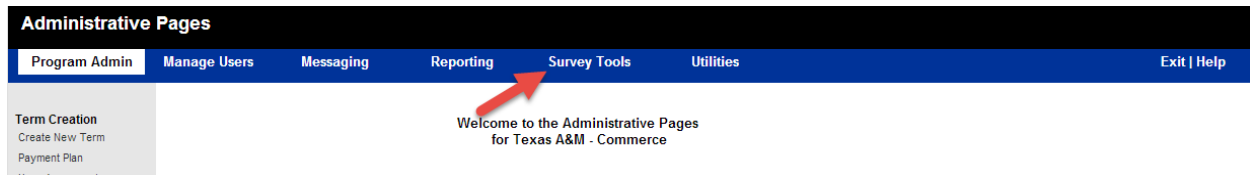


You should see this page:

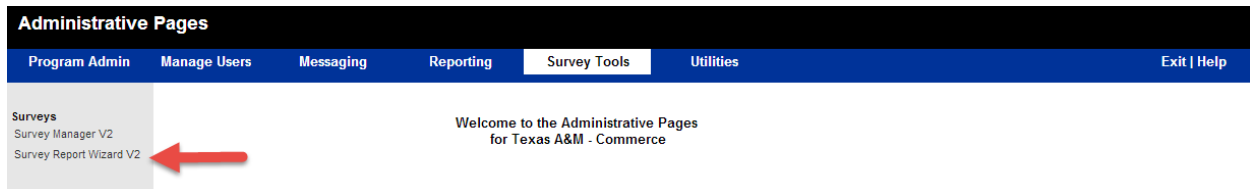


Click "AdministrationPages" and find the Survey Tools tab.

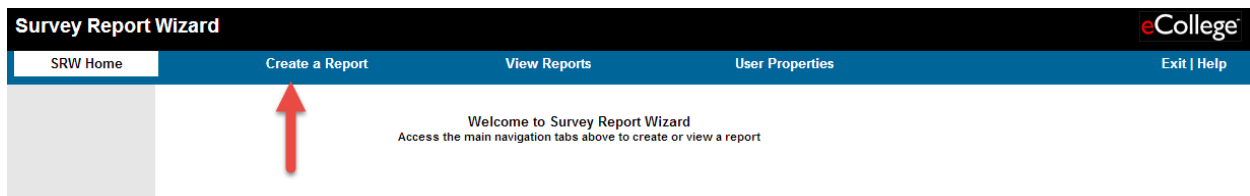
Pearson LearningStudio: Report Generation Process



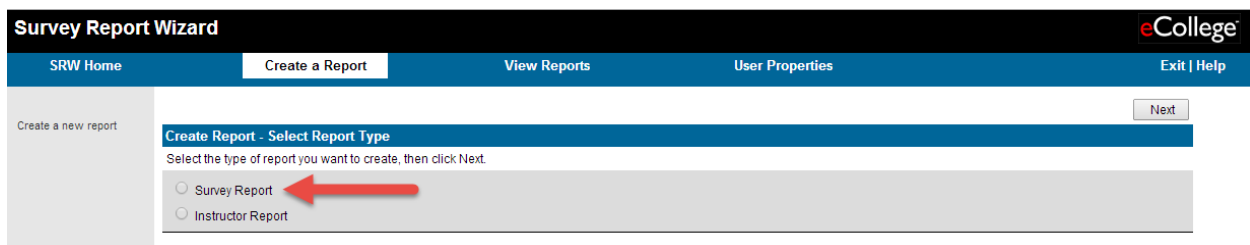
Once in the Survey Tools tab, click “Survey Report Wizard V2.”



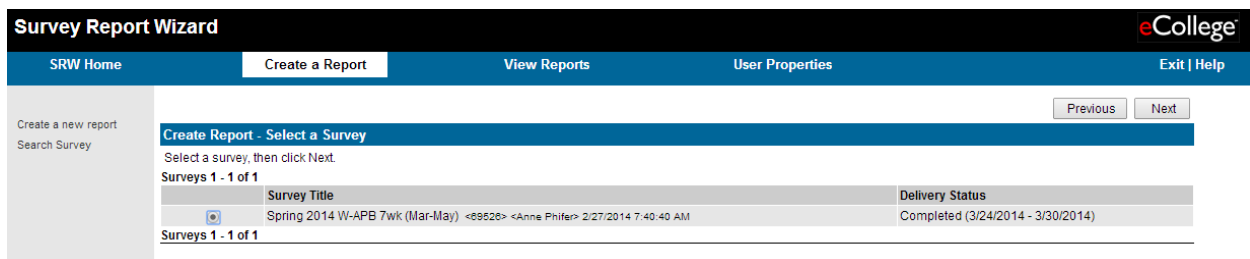
Go to “Create a Report.”



Choose “Survey Report” from your options.



When searching for a survey, you'll use the Survey ID. For this round of surveys, use ID 73153. Select the survey by clicking the circle out to the side and then hit Next.



Select “Course Level Report.”

Survey Report Wizard eCollege

SRW Home **Create a Report** View Reports User Properties Exit | Help

Create a new report
Search Survey
Select Report Scope

Create Report - Select Report Scope

Select the scope of the report you want to create, then click Next.

☐ Overall Report
☒ Course Level Report

This will bring you to this page:

Survey Report Wizard eCollege

SRW Home **Create a Report** View Reports User Properties Exit | Help

Create a new report
Search Survey
Select Report Scope
Edit Selected Courses

Create Report - Search for Survey Course(s)

Enter the search criteria for the course or courses for which you want to run the report, then click Next.

Display Course Code: Begins with

Course Title: Begins with

★ Area: Texas A&M - Commerce
Social Work

★ Time Period: Fall 2014 W1 (Aug25-Dec12)
Fall 2014 E1 (Aug25-Dec12)
Fall 2014 AP7-W 10wk (Aug25-Nov2)
August Mini 2014 W1 (Aug8-22)
August Mini 2014 E1 (Aug8-22)
Summer II 2014 W1 (July7-Aug7)

In the *Area field, select your enrollable area. In the case of this account, it's Social Work. You'll see that you are not allowed to select a field outside of your enrollable area.

In the *Time Period field, select the time period for the semester being surveyed. For these surveys, we want to select term Spring 2015 W1.

Survey Report Wizard eCollege

SRW Home **Create a Report** View Reports User Properties Exit | Help

Create a new report
Search Survey
Select Report Scope
Edit Selected Courses

Create Report - Search for Survey Course(s)

Enter the search criteria for the course or courses for which you want to run the report, then click Next.

Display Course Code: Begins with

Course Title: Begins with

★ Area: Texas A&M - Commerce
Social Work

★ Time Period: Spring 2014 W-APX AP(Mar-Jun)
Spring 2014 BAAS-OL OC2 (Mar24-May9)
Spring 2014 WJ 8wk (Mar17-May9)
Spring 2014 W-APB 7wk (Mar-May)
Spring 2014 W-Z 7wk (March 17-May2)
Spring 2014 E-APB 7wk (Mar-May)

Hit "Next." For many terms, you may not end up with any courses that were surveyed, and you will receive this end message:

Survey Report Wizard

SRW Home

Create a Report

View Reports

User Properties

Exit | Help

Create a new report

Search Survey

Select Report Scope

Edit Selected Courses

Previous

Create Report - Review Selected Courses

No courses were found in the selected area(s) and time period(s). To change the selections, click Previous.

Area(s):

Social Work

Time Period(s):

Spring 2014 W-APV 5wk (Ap-May), Spring 2014 W-APX AP(Mar-Jun), Spring 2014 BAAS-OL OC2 (Mar24-May9), Spring 2014 WJ 8wk (Mar17-May9), Spring 2014 W-APB 7wk (Mar-May)

Selected Courses:

All Courses (0)

Previous

If that is the case, exit the survey tool and wait for an update about the next surveys being deployed.

If you do have available courses, hit Next, and you'll see this page:

Survey Report Wizard

SRW Home

Create a Report

View Reports

User Properties

Exit | Help

Create a new report

Search Survey

Select Report Scope

Edit Selected Questions

Previous

Next

Create Report - Edit Selected Questions

Review the list of questions, deselect any questions that you do not want in the report, then click Next.

[Select Page](#) | [Clear Selected](#)

Question

☒ 1) Enter the course code and section for the course for which you are completing this survey (i.e. BA 393 01W):

☒ 2) I believe I currently possess the computer knowledge and skills that are necessary to understand and use the online technology required to participate in this course.

☒ 3) Thus far, the professor has been accessible and responsive to answering my questions.

☒ 4) The goals and objectives of this course are consistent with the course assignments.

☒ 5) Instructions for completing assignments are clear and concise.

☒ 6) I am aware of the technical services available to me as an online learner (i.e., I know where to go and/or whom to call if I have a technical question).

☒ 7) I am aware of the support services available to me as an online learner (i.e., library resources, advising, career services, etc.).

☒ 8) I was able to access my online course on or before the first day of class.

☒ 9) I was able to obtain any required materials on or before the first day of class.

☒ 10) The university registration process for online classes is efficient.

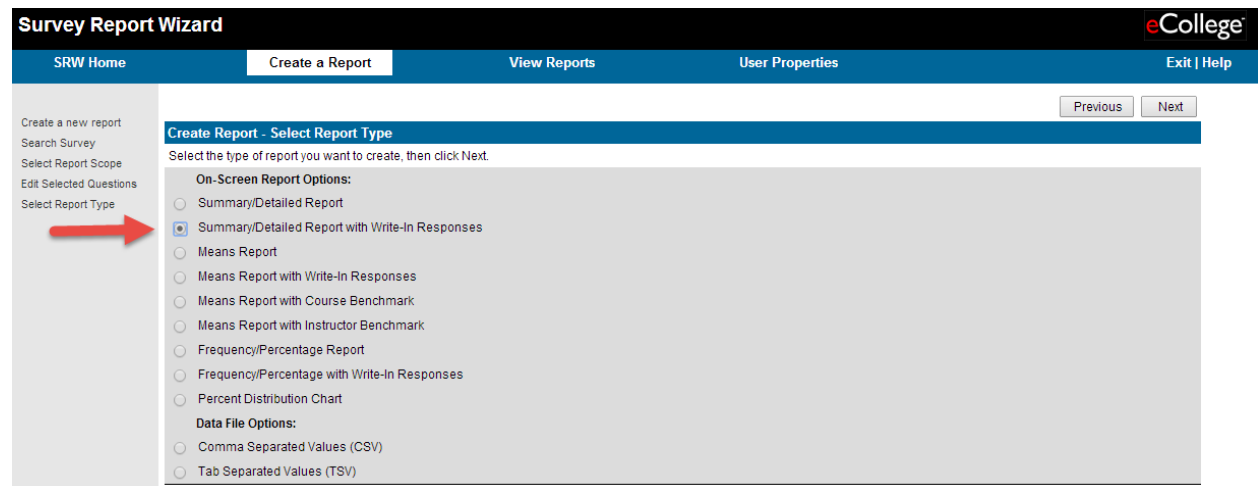
☒ 11) I feel my needs are being met and that I will be successful in this course.

☒ 12) At this point in the semester, I feel A&M-Commerce is fulfilling its mission of "providing a personal education experience for a diverse group of life-long learners."

☒ 13) Comments:

These are the survey questions. They are checked automatically, but if there is a question you do not want to see the answers to for any reason, you can uncheck it before hitting Next.

On the next screen, select the bubble next to Summary/Detailed Report with Write-in Responses.



Survey Report Wizard SRW Home Create a Report View Reports User Properties Exit | Help Previous Next

Create a new report
Search Survey
Select Report Scope
Edit Selected Questions
Select Report Type

Create Report - Select Report Type
Select the type of report you want to create, then click Next.

On-Screen Report Options:

- ☐ Summary/Detailed Report
- ☒ Summary/Detailed Report with Write-In Responses
- ☐ Means Report
- ☐ Means Report with Write-In Responses
- ☐ Means Report with Course Benchmark
- ☐ Means Report with Instructor Benchmark
- ☐ Frequency/Percentage Report
- ☐ Frequency/Percentage with Write-In Responses
- ☐ Percent Distribution Chart

Data File Options:

- ☐ Comma Separated Values (CSV)
- ☐ Tab Separated Values (TSV)

Click Next. Your report will generate and you will be given the option to download it as an Excel file, or view it as an HTML-based webpage.

If you have questions or comments about the survey reporting process, please contact us in the Faculty Center.