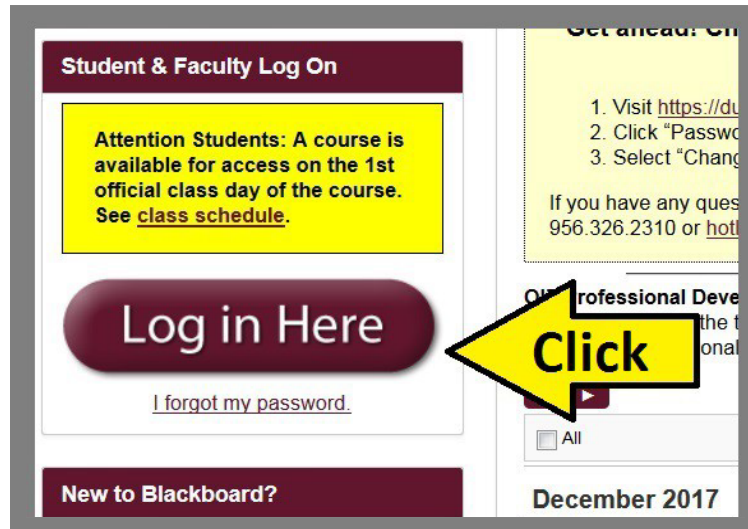


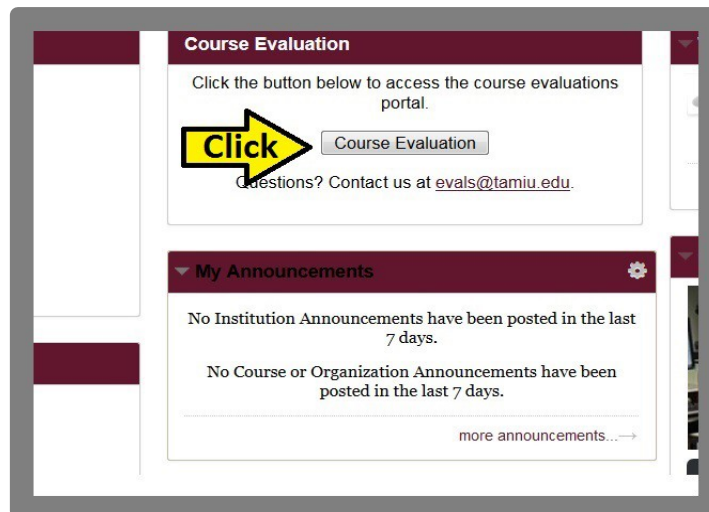
AEFIS Guide (Deans)

The following instructions will guide you to access the course evaluation results:

You can login through [Blackboard](#)

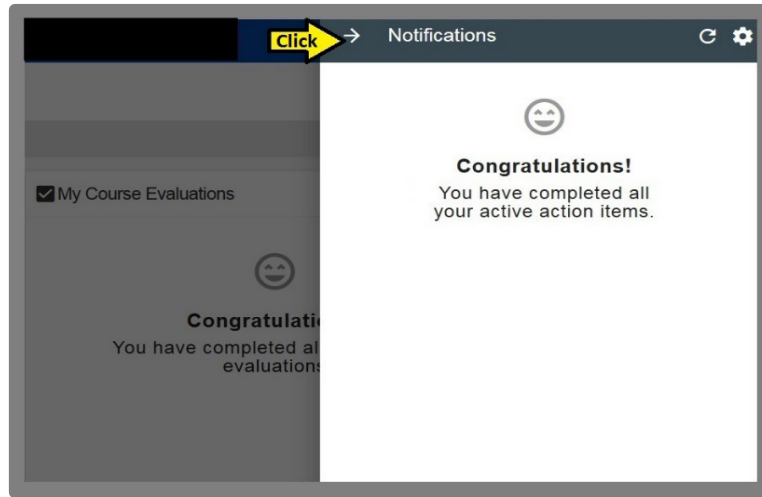


Click [Course Evaluation](#).

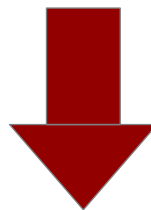
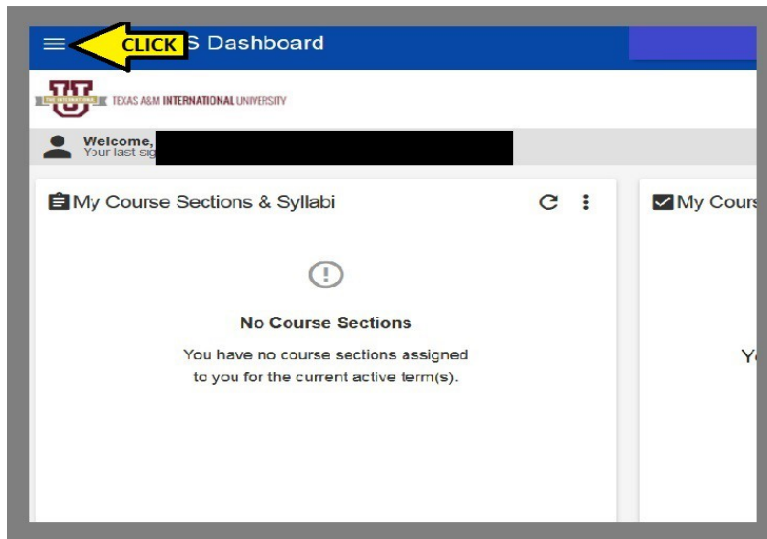


AEFIS Guide (Deans)

Click the Arrow icon to close Notifications.

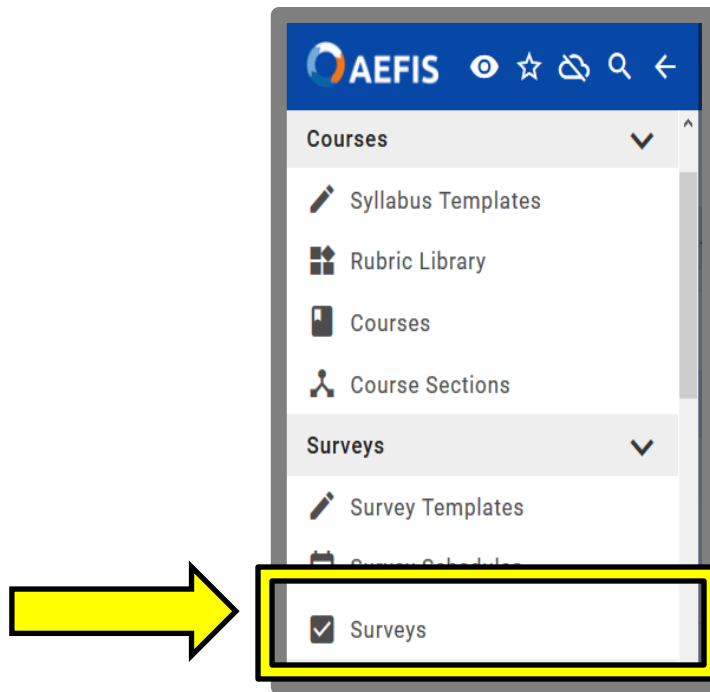


Click the Three-Line Menu icon.

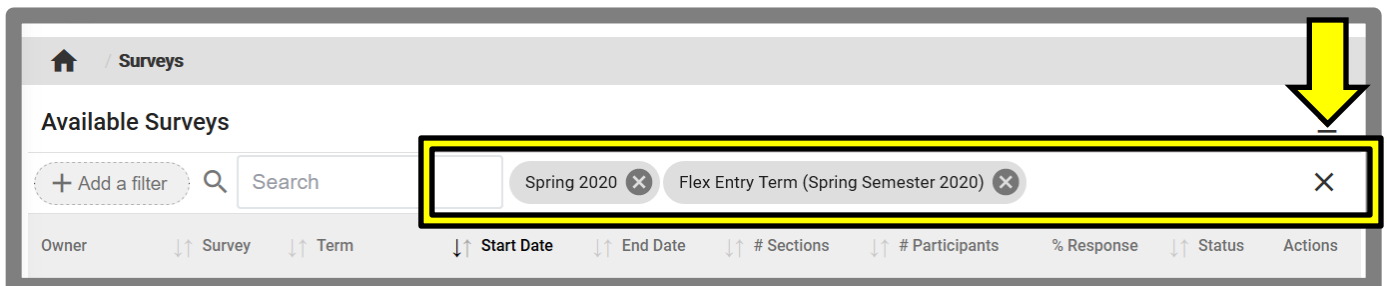


AEFIS Guide (Deans)

Scroll down and click [Surveys](#).



Click on the ["X"](#) to [clear the filter](#).



AEFIS Guide (Deans)

Look for the desired term and click view.

Available Surveys | 30 records

+ Add a filter Search

Owner	Survey	Term	Start Date	End Date	# Sections	# Participants	% Response	Status	Actions
Texas A&M Intern...	Wintermester (Spring Semester 2020) Type: Student Course Evaluation Schedule: Wintermester (Spring Semester 2020)	Wintermester (Spring Semester 2020)	2020-01-13	2020-01-17				Completed	View

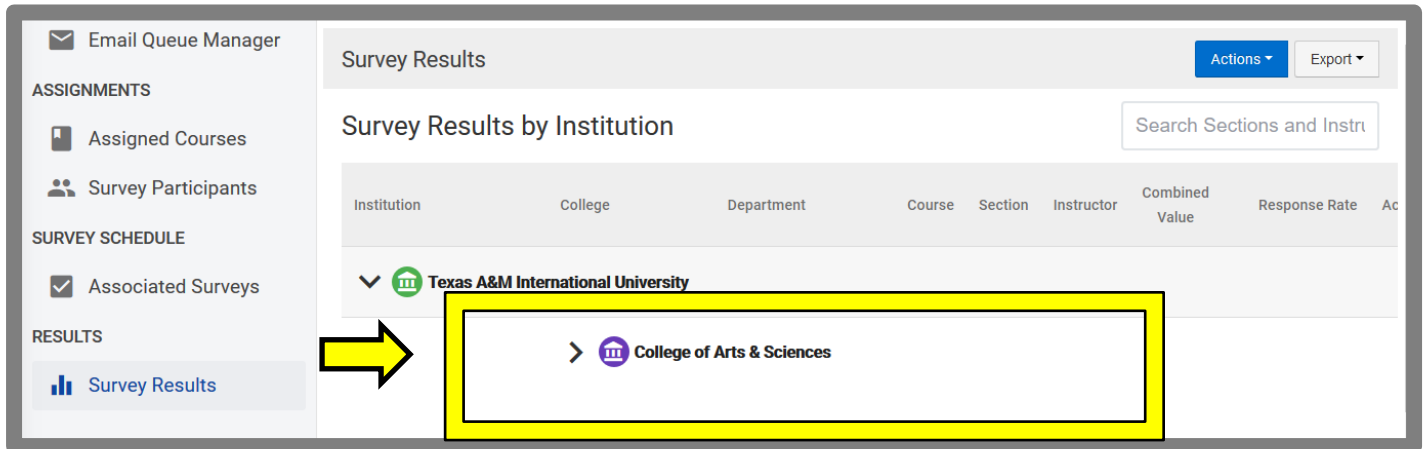
On the left hand side, a drop down menu will appear. Click on Survey Results.

Surveys

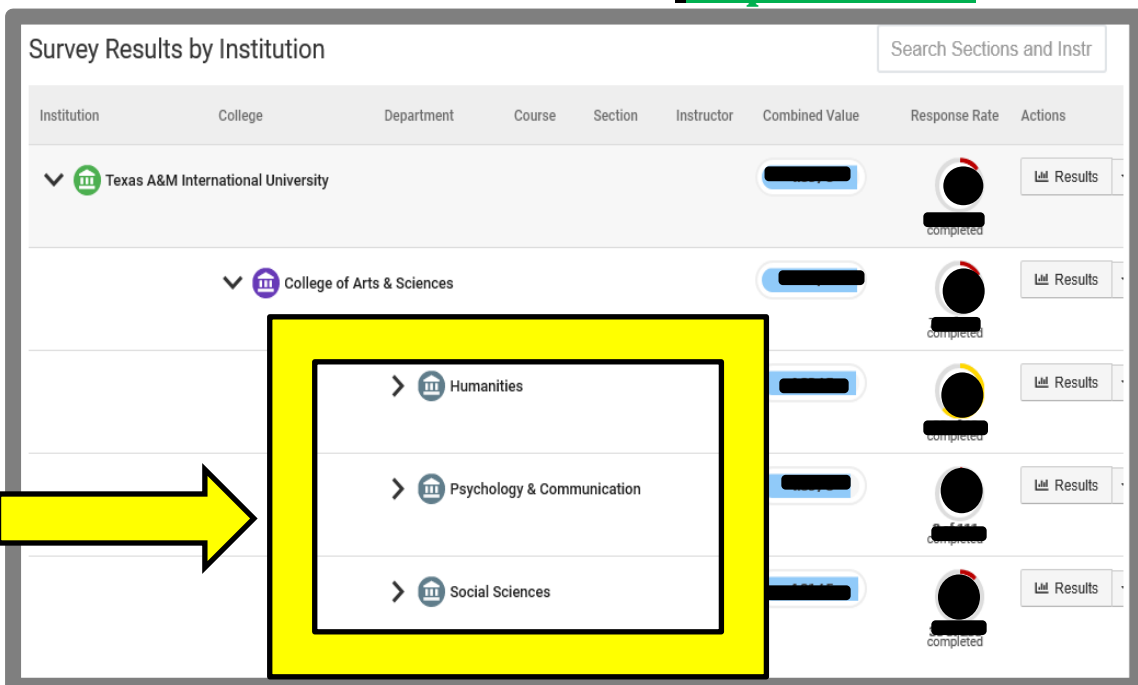
- Home
- INFORMATION
 - Details
 - Settings
 - Email Queue Manager
- ASSIGNMENTS
 - Assigned Courses
 - Survey Participants
- SURVEY SCHEDULE
 - Associated Surveys
- Survey Results

AEFIS Guide (Deans)

Click the drop down arrow.



Click the drop down arrow to prompt each Department.
Click on the desired Department.

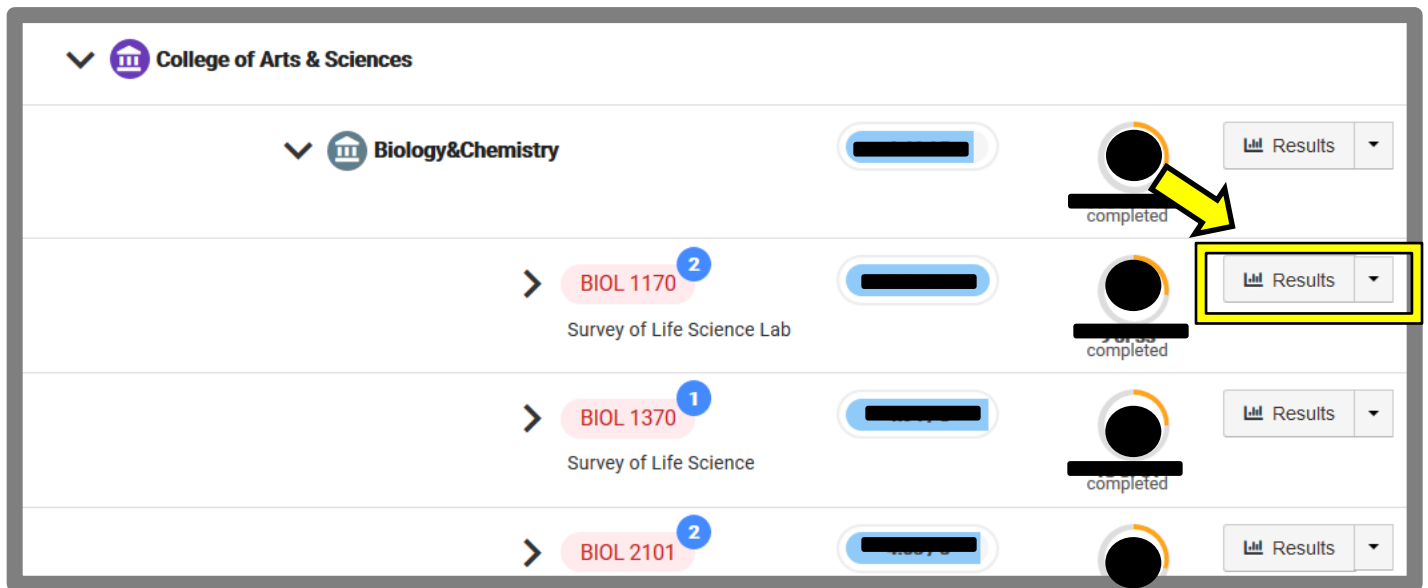


AEFIS Guide (Deans)

Click on the desired [Department](#).

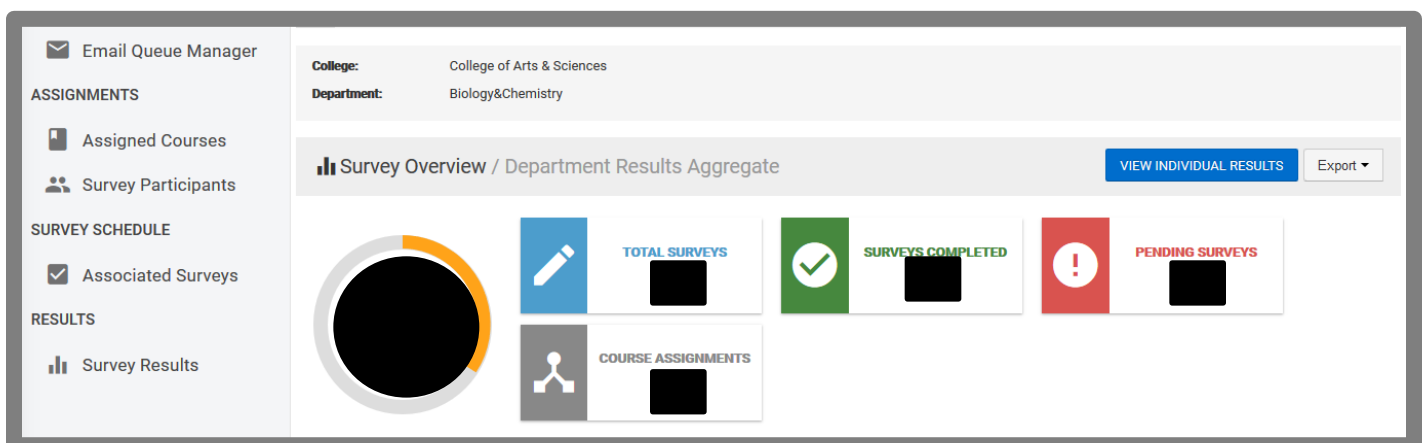
You will be prompted with a list of individual courses.

Click [Results](#) to view individual reports.



The screenshot shows the AEFIS interface for the College of Arts & Sciences, specifically the Biology&Chemistry department. A list of courses is displayed, each with a progress indicator and a 'Results' button. The course BIOL 1170 (Survey of Life Science Lab) is highlighted with a yellow box around its 'Results' button, and a yellow arrow points to it. Other courses listed include BIOL 1370 (Survey of Life Science) and BIOL 2101.

Your [results page](#) will appear.



The screenshot shows the AEFIS results page for the College of Arts & Sciences, Biology&Chemistry department. The page features a sidebar with navigation options like 'Email Queue Manager', 'ASSIGNMENTS', 'SURVEY SCHEDULE', and 'RESULTS'. The main content area displays a 'Survey Overview / Department Results Aggregate' section with a 'VIEW INDIVIDUAL RESULTS' button and an 'Export' dropdown. Below this, there are four summary cards: 'TOTAL SURVEYS' (blue), 'SURVEYS COMPLETED' (green), 'PENDING SURVEYS' (red), and 'COURSE ASSIGNMENTS' (grey). A large circular progress indicator is also visible on the left side of the main content area.

If you need further information, click the [Question Mark](#) Icon to access other available guides in AEFIS.



If you have any questions, please contact Office of AVPAEP at **326-2334**.