

Marquette Online Course Evaluation System (MOCES): Faculty Instructions for Viewing Results

Faculty whose classes were evaluated using the Marquette Online Course Evaluation System (MOCES) will receive an email when results of the course evaluations are available (after all final grades have been submitted to the Registrar's Office). Unfortunately, the current version of the course evaluation software does not support all of our desired reporting needs - namely the reporting of the median of the combined core questions - and so faculty will also be provided with a [course profile](#) that will provide all necessary statistics.

Visit the [MOCES informational website](#) for sample results, a description of who sees what in your college and department, a description of the combined core items median, and more.

Step 1: How to Log In to MOCES

Open an internet browser and go to: www.marquette.edu/evaluate

Once the page has loaded you should see the Login screen below. Type in your **CheckMarq/eMarq username and password** and click the "Log in" button.

A screenshot of the MOCES login page. The page has a blue header and a white main content area. On the left side, there is a large blue vertical bar. The main content area contains the following text: "Log In" in a large, bold font. Below this, it says "Enter your CheckMarq/eMarq user name and password to log into this site." Then, it provides contact information: "If you can not log in, please contact the ITS Help Desk at (414) 288-7799 or helpdesk@marquette.edu." Below this text is a horizontal line. Under the line, there are two input fields: "User Name:" followed by a text box, and "Password:" followed by a text box. To the right of the password field is a blue button with the text "Log In". At the bottom of the page, there is a link: "Problem logging in? Click here".

Log In

Enter your CheckMarq/eMarq user name and password to log into this site.

If you can not log in, please contact the ITS Help Desk at (414) 288-7799 or helpdesk@marquette.edu.

User Name:

Password:

[Problem logging in? Click here](#)

Step 2: How to Access the Evaluation Reports

Once you log in you should see the Evaluation Reports screen below.

(NOTE: If you do not see this screen, then move your mouse arrow over the word **Reports** in the upper right of the screen. A menu with **Evaluation Reports** and **Detailed Reported** will appear below the word **Reports**. Select **Evaluation Reports**.)

On the evaluation reports screen, the **Survey Type** should be set to "Standard". If you want to view the current semester's results, make sure that the **Survey Year** reflects the current year. Select "Show All" for the **Survey Period**. The **Survey Status** should show "Closed". Select "Show All" for the **Survey**. Alternatively, you can select the specific **Survey** of interest from the drop-down box (Different sessions and semesters will have different **Survey** names). Make sure that the **View** is set to "Comparative".

Marquette University
General

Reports Other Help Log Out | Home

Evaluation Reports
Detailed Results

Evaluation Reports Alexandra Riley

Survey Type: Standard Survey Year: 2008 Survey Period: Show All Survey Status: Closed Survey: Show All

Survey Name	Period	Course Number	Course Name	Responsible Faculty	Close Date	Resp. Rec'vd	Resp. Exp.	% Rec'vd	Include All None
Course Evaluation	Fall 2008	TEST 101 1001	TEST	Riley, Alexandra	11/10/2008	2	4	50%	<input checked="" type="checkbox"/>
Course Evaluation	Fall 2008	TEST 201 1001	TEST	Riley, Alexandra	10/30/2008	2	4	50%	<input checked="" type="checkbox"/>

2 records found.

Step 3: How to Create an Evaluation Report

The column on the far right of the table that lists your course(s) allows you to include or exclude courses from the report.

(NOTE: Department chairs and deans will see all classes that they have been authorized to view.)

Once you have selected the course(s) that you would like to view, click on the **View Report** link on the right side of the table. This will open another window, which will display your results for all the classes you have selected to include. A partial evaluation report is shown below.

Spring 2008 Course Evaluation (TEST) 2008SP 2008 Marquette University General

Course:	TEST 201 1001 - Test Class 2	Department:	INST
Course Director:	Alexandra Riley	Resp. Rec'vd / Expected:	1 / 1

Class Evaluation	TEST 201								
	Responses (%)						Course		
	[E]	[VG]	[G]	[F]	[P]	[VP]	Grp. Med.	N	Mean
Q1 How was this class as a whole?	100	0	0	0	0	0	6.0	1	6.0
Q2 How was the content of this class?	0	100	0	0	0	0	5.0	1	5.0

Responses: [E] Excellent=6 [VG] Very Good=5 [G] Good=4 [F] Fair=3 [P] Poor=2 [VP] Very Poor=1

Class Evaluation	TEST 201								
	Responses (%)						Course		
	[SA]	[A]	[SA]	[SD]	[D]	[SD]	Grp. Med.	N	Mean
Q3 This class positively impacted my comprehension of written material in this subject.	0	100	0	0	0	0	5.0	1	5.0
Q4 This class positively impacted my problem solving abilities in this subject.	100	0	0	0	0	0	6.0	1	6.0
Q5 This class positively impacted my ability to communicate orally and/or in writing.	0	0	100	0	0	0	4.0	1	4.0
Q6 This class was intellectually challenging.	0	0	100	0	0	0	4.0	1	4.0
Q7 Evaluations of course work (e.g. exams, papers) were consistent with class learning objectives.	0	100	0	0	0	0	5.0	1	5.0
Q8 Assistance and/or extra help were available outside of class time.	0	100	0	0	0	0	5.0	1	5.0
Q9 Expectations of students were presented clearly.	100	0	0	0	0	0	6.0	1	6.0

Responses: [SA] Strongly Agree=6 [A] Agree=5 [SA] Somewhat Agree=4 [SD] Somewhat Disagree=3 [D] Disagree=2 [SD] Strongly Disagree=1

Step 4: Understanding the Evaluation Report

The Evaluation Report is broken down by the question category (Course or Instructor) and the question response set. Within each group of questions, the evaluation report displays several statistics, which are described below.

The **combined median of the four core university questions** is not included in the on-line evaluation report; however, the Office of Institutional Research & Assessment will provide instructors and department chairs with a course profile that will include the combined measure.

Description of Statistics in Evaluation Reports

STATISTIC	DESCRIPTION
Responses (%)	For each level of the response, this is the percent of the respondents who selected the response. A respondent can only select one response for each question. Look below the group of questions for the explanation of the response levels.
Grp. Med.	The group median is the value on the response scale that divides the responses in half. An adjustment is made to the median to account for the categorical nature of the data. Please note that the response scale in each question is from 1 to 6. This differs from the paper and pencil IAS evaluations where the scale was 0-5 for the core questions and 1-7 for non-core questions. To compare the core questions, add one to the IAS median to get a comparable MOCES median.
N	Number of respondents
Mean	The mean is the sum of the response levels divided by the number of respondents. Please note that the response scale in each question is from 1 to 6. This differs from the IAS evaluations where the scale was 0-5 for the core questions and 1-7 for non-core questions.

If you have any questions or concerns please contact courseval@marquette.edu.