

Marquette Online Course Evaluation System (MOCES)

Student Instructions for Evaluating Classes Online

Evaluating your classes and instructors online is simple, fast, and secure.

If you have any problems logging in, please contact the Help Desk at (414) 288-7799 or helpdesk@marquette.edu. For all other questions, please contact courseval@marquette.edu.

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 “**Sign in**” button.

mycourseval



MOCES (Marquette Online Course Evaluation System)

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.

MyCoursEval Sign In

Username

Password

Issues logging in? Please contact your campus help desk.

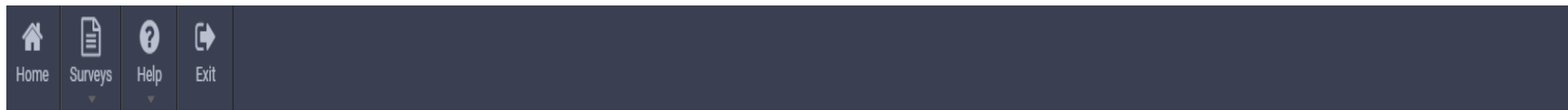
Sign in

Step 2: How to Find Evaluations for Your Classes

Once you log in, you should see the **My Surveys** screen. (Note, if you do not see this screen, then move your mouse arrow over the **Paper icon labeled “Surveys”** in the upper left-hand corner of the screen. Select **Available Surveys** from the menu that appears.)

A welcome message appears at the top of the screen. Your available evaluations will be listed directly below this message. The **My Surveys** screen should display any evaluations available to you in the most recent evaluation session.

MOCES welcome message:



Welcome to MOCES, the Marquette Online Course Evaluation System

Students: Please begin evaluating your classes by selecting the “Take Survey” icon below. If you do not see a “Take Survey” icon, you do not have any evaluations open to you at this time. You can view completed and missed surveys by hovering over the picture of the **rotating gears** in the upper right corner of this page. Select **Completed Surveys** to view evaluations you have already submitted, or select **Missed Surveys** to view evaluations for which the evaluation period has ended without your evaluation submission. (You can also view your available surveys from this menu.)

Faculty: To view your results, place your mouse arrow over the picture of the **rotating gears** located in the upper right corner of this page and select **Evaluation Reports**. If no drop down menu appears when you place your mouse arrow over the picture of the rotating gears, please refresh your internet browser.

Your course evaluations matter! Course evaluations are used to review classes and instructors with the primary goal of improving the quality of both. Your responses are private and confidential, and **no** identifying information about you will ever appear with your responses. Additionally, course evaluation results will not be available to course instructors until AFTER final grades have been submitted to the Registrar.


Please visit the MOCES informational [website](#) for additional information like an example of what results faculty see, a sample evaluation form, and general instructions.

Please email courseval@marquette.edu with any questions.

Scroll down past the welcome message to the survey icons. (If you only see the welcome message, you have no open course evaluations.)

Select the **Take Now** icon for the class you would like to evaluate. This will open the evaluation for the class you have selected.

My Surveys

TEST 1000 102 Test Summer 2016 Course Evaluation - Test	Crystal Lendved	 Take Now
		Closes in 6 days

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