



## Class Climate Course Evaluations

The Student Perceptions of Learning electronic course evaluation is distributed to students at the end of each session. Students can access their evaluations through their campus email or through Blackboard. A dashboard is available in Blackboard that shows students which course evaluations need to be completed. It also shows the deadline to submit their course evaluations. Only students who have access to completing the course evaluation will see a link to it. Instructors can only see which course evaluations are open and the current response rate for courses where they are the only instructor. They will not be able to see courses which have multiple instructors assigned.

### Student's Dashboard

The screenshot shows a Blackboard interface for a student. The top navigation bar is red with a hamburger menu icon and a close icon on the left, and the text "MSU Online - Example Course" on the right. Below this is a grey header for "My Survey Dashboard" with the Class Climate logo on the right. The main content area lists two courses: "Introduction to University Studies" (11-1111) and "Testing 203" (7000-0103). Each course entry includes a profile picture of "Jolina Miller" and a green arrow pointing right. At the bottom, there is a "Did You Know?" section with a lightbulb icon and two bullet points: "Your survey results are anonymous!" and "We encourage you to participate. Course and instructor evaluations are an important part of the academic process at Minot State."

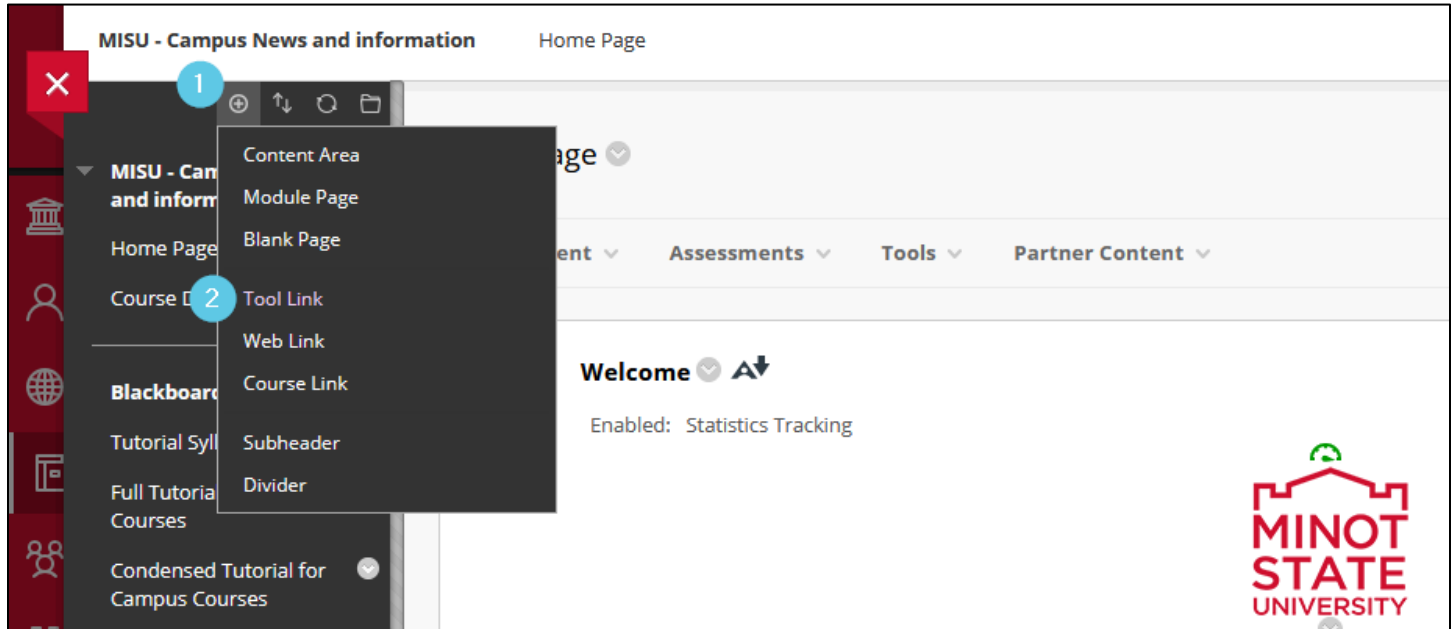
### Instructor's Dashboard

The screenshot shows a Blackboard interface for an instructor. The top navigation bar is red with a hamburger menu icon and a close icon on the left, and the text "MISU - Campus News and information" on the right. Below this is a grey header for "My Survey Dashboard" with the Class Climate logo on the right. The main content area shows the course "Introduction to University Studies" (11-1111). To the right of the course name is a globe icon, the text "Current Response: 0 of 5", and a circular progress indicator showing "0%".

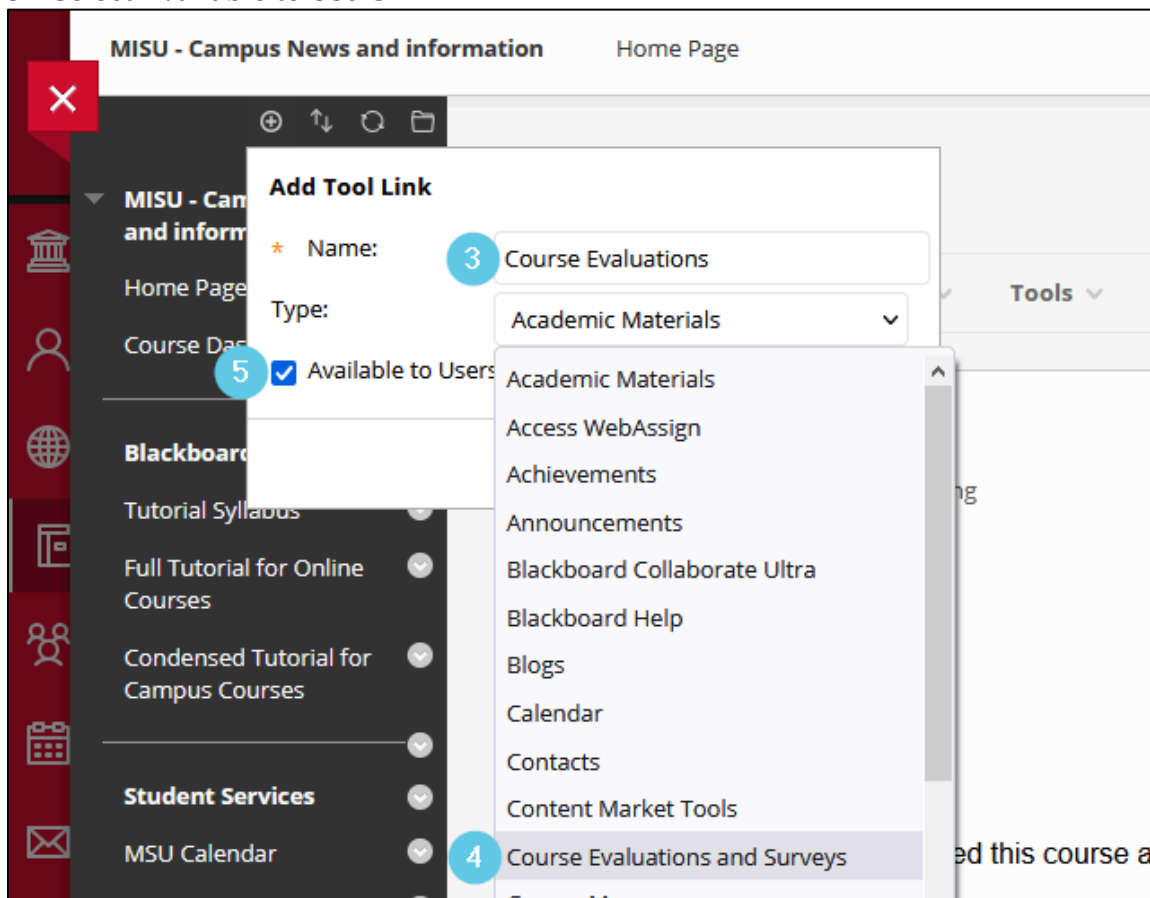
The course evaluation dashboard is a tool link in Blackboard. In order for students and instructors to see the dashboard, a link must be added in the course menu (preferred method) or a learning module.

## Option 1: Adding a link to the Course Menu (preferred method)

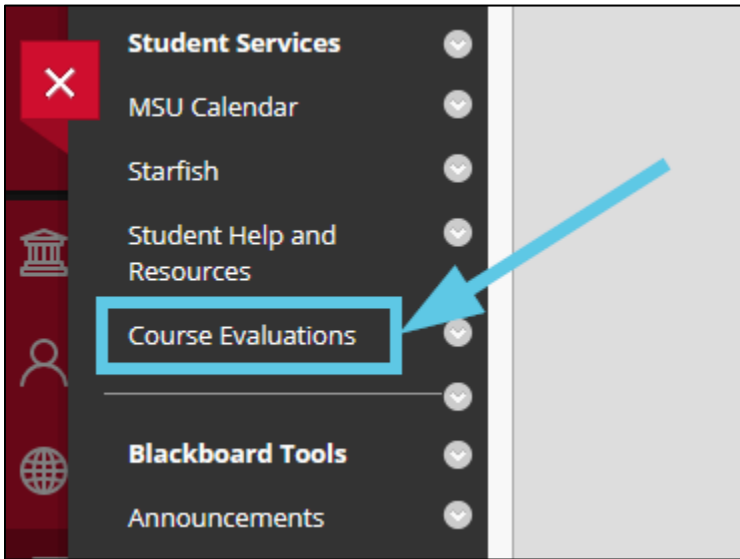
1. In Edit Mode, click on the plus sign to Add a Menu Item in the Course Menu on the left
2. Click on Tool Link



3. Enter a Name for the link
4. From the Type menu, select Course Evaluations and Surveys
5. Select Available to Users



This adds a link to the Course Evaluation dashboard at the bottom of the Course Menu. You can drag the link up or down depending on where you want to place it.



## Option 2: Adding a link in a learning module

1. In Edit Mode, click on the Tools menu
2. Click on More Tools
3. Click on Course Evaluations and Surveys

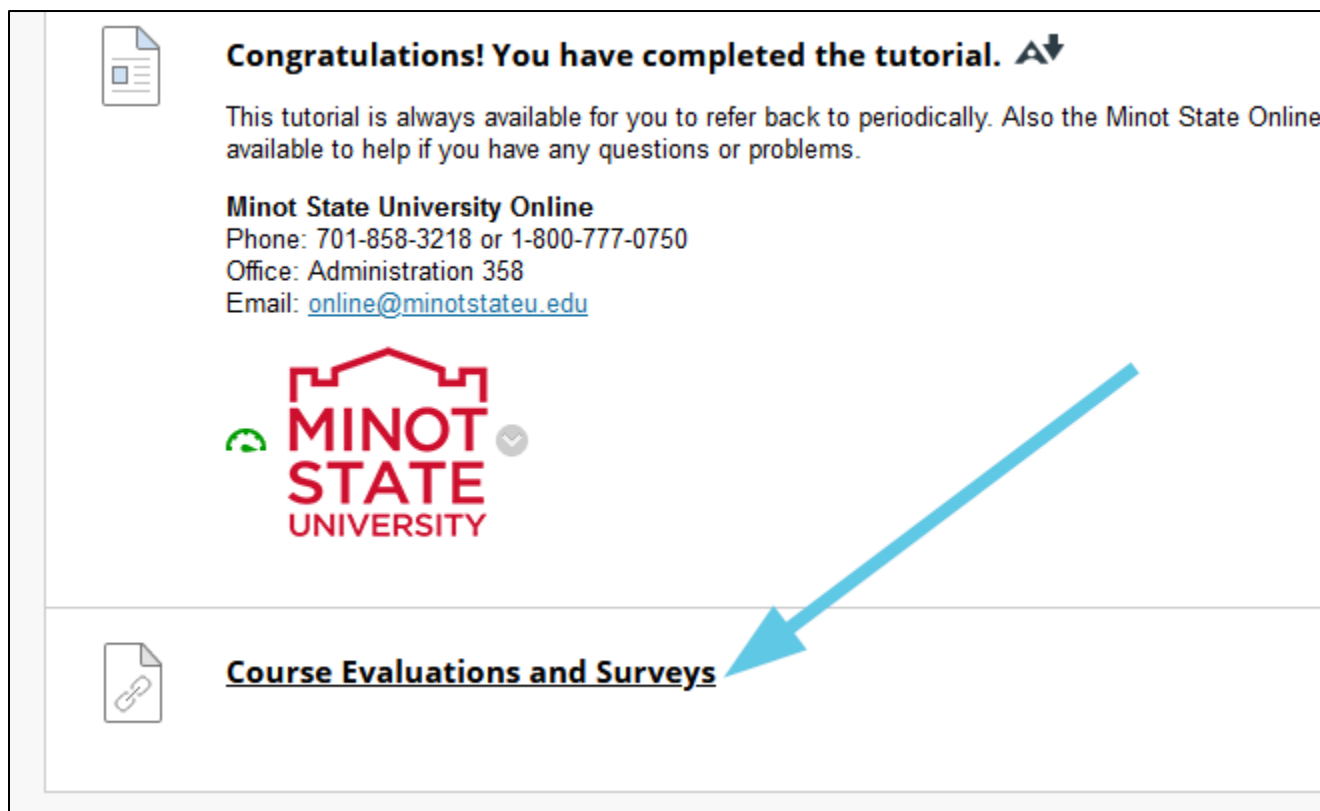
The screenshot shows the Blackboard interface in Edit Mode. The top navigation bar includes 'Build Content', 'Assessments', 'Tools', and 'Partner Content'. The 'Tools' menu is open, displaying a list of options. A blue circle with the number '1' is placed over the 'Tools' menu button. A blue circle with the number '2' is placed over the 'More Tools' button at the bottom of the menu. A blue circle with the number '3' is placed over the 'Course Evaluations and Surveys' option in the list. The background shows a 'Table of Contents' sidebar and a main content area with the heading 'Accessing Tests and...'.



4. Enter a Link Name

The screenshot shows the 'Create Link: Course Evaluations and Surveys' form. The form has a title bar and a main content area. A red asterisk indicates a required field. The 'LINK INFORMATION' section is visible, with a red asterisk next to the 'Link Name' label. A blue circle with the number '4' is placed over the text input field containing 'Course Evaluations and Surveys'.

5. Make sure Available is set to Yes
6. Click on Submit


This adds a link to the Course Evaluation dashboard at the bottom of the learning module.




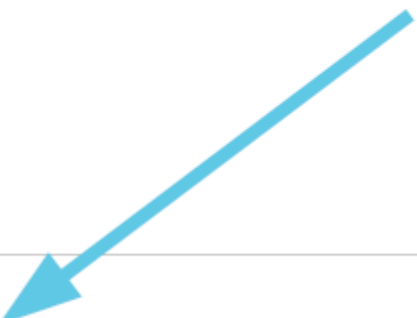
 **Congratulations! You have completed the tutorial.** 

This tutorial is always available for you to refer back to periodically. Also the Minot State Online available to help if you have any questions or problems.

**Minot State University Online**  
Phone: 701-858-3218 or 1-800-777-0750  
Office: Administration 358  
Email: [online@minotstateu.edu](mailto:online@minotstateu.edu)

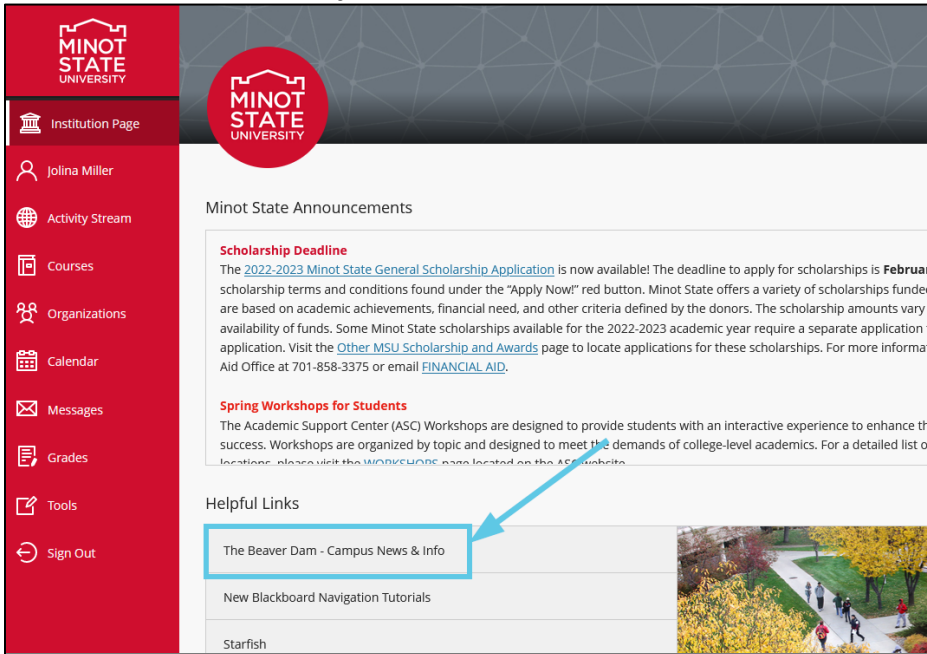


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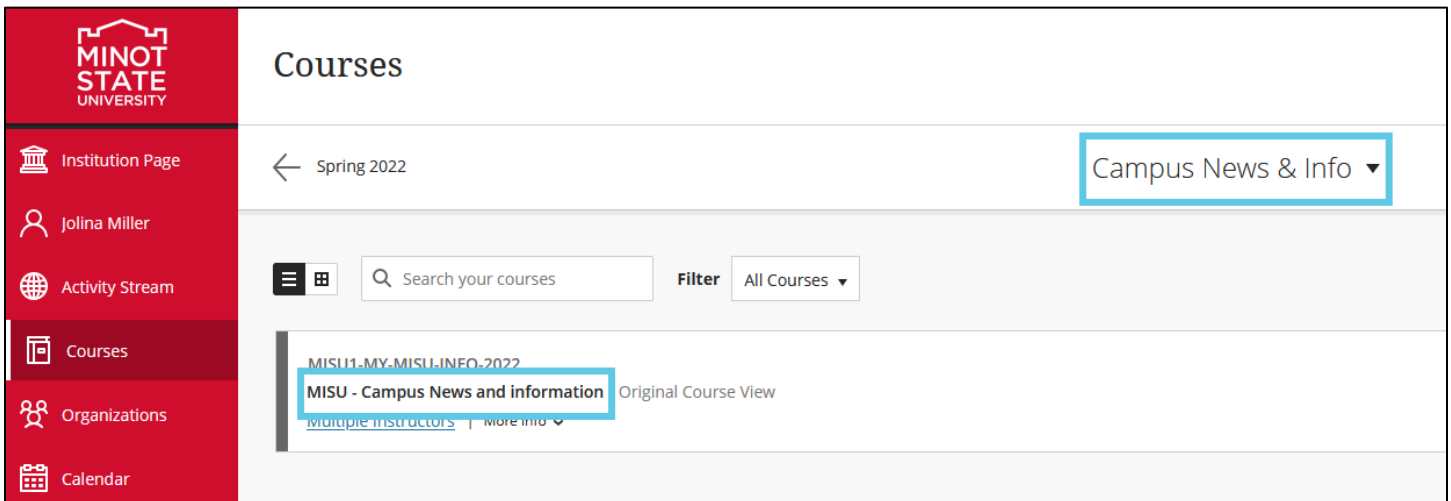
 **[Course Evaluations and Surveys](#)** 

# Link in The Beaver Dam – Campus News & Info course

Course evaluation links are also available in The Beaver Dam – Campus News & Info course. For Minot State students and faculty, this course is available on the Minot State Institution Page under Helpful Links.



For students or faculty from other NDUS institutions, this course is available under Courses by selecting Campus News & Info from the drop-down menu and then clicking on MISU – Campus News and Information.



The Course Evaluations link is available in the Course Menu under the Student Services section.

