

Navigating to the Student Course Survey Reports in UAccess Analytics for Instructors

1. Log into UAccess Analytics/Reporting (<https://analytics.uaccess.arizona.edu>). [Please note: if using off-campus, you will need to use a VPN.]
2. Using the Dashboards drop-down menu in the upper right side of the screen, select 'TCE' and click on the 'TCE – Teacher Course Evaluation' link.
3. On the TCE Overview page, use the 'TCE Instructor Report' quicklink.

4. Select the filters needed (the fewer, the better; if you want all available reports, use the 'Reset' button to the right and select 'Clear All') and click 'Apply'.

Return to TCE Overview Page

Make your selections and click Apply

Term Description	Instructor Employee ID	Instructor Name	Instructor Department Name	Subject-Catalog-Section	Subject-Catalog	Class Number	Course Title	Question Category	Apply	Reset
Fall 2017	--Select Value--	--Select Value--	--Select Value--	--Select Value--	--Select Value--	--Select Value--	--Select Value--	--Select Value--		

TCE Instructor Report

No Results
This report did not return any results.
[Refresh](#)

*When you first navigate to this page, it will display 'No results' by default.

5. Once you click 'Apply,' a table with available TCE reports will appear below the search filters. The three right-most columns are links to the individual reports. The TCE Comparison Report is the right-most column. **For the new questions, there will be no comparison report.**

Return to TCE Overview Page

Make your selections and click Apply

Term Description	Instructor Employee ID	Instructor Name	Instructor Department Name	Subject-Catalog-Section	Subject-Catalog	Class Number	Course Title	Question Category	Apply	Reset
--Select Value--	--Select Value--	Elfring, Lisa K	--Select Value--	--Select Value--	--Select Value--	--Select Value--	--Select Value--	--Select Value--		

TCE Instructor Report

Term Long Description	Session Code	Combined Section Flag	Course Description	Combined Section Id	Combined Section Sub-Combination	Instructor Name	Link to TCE Report	Link to TCE Comment Report	Link to Comparison Report
Summer 1 2003	1	No	BIOC-633-001	-	-	Elfring, Lisa K	TCE Report	TCE Comment Report	TCE Comparison Report
Summer 2 2003	1	No	BIOC-597A-001	-	-	Elfring, Lisa K	TCE Report	TCE Comment Report	TCE Comparison Report
Fall 2003	1	No	BIOC-195F-001	-	-	Elfring, Lisa K	TCE Report	TCE Comment Report	TCE Comparison Report

6. When you click on a link for a report, it will open in a new tab. Please disable any pop-up blockers to allow the browser to open a new tab. Contact 24/7 for help with pop-up blockers (520-626-TECH (8324)).
7. Initially, the output will be reported by question, displayed simply as a bar graph, as shown below. We are working to generate a more-informative report and will update the campus when these improved reports are available.

I was treated with respect in this class.			
strongly agree		5	83%
agree		1	17%
uncertain		0	0%
disagree		0	0%
strongly disagree		0	0%
		omits	0