

## How to View Your Online Course Evaluation Results on Agora

BC's online course evaluation system permits faculty to use Agora to view the results of student evaluations of their courses. Follow these directions to see your evaluation results:

1. Log on to Agora <https://agora.bc.edu> ; select the **Course Evaluations** link from the alphabetical Agora Services menu.
2. A new page should open with Welcome and your name at the top. If you do not reach your eCollege Welcome page, you probably have pop-ups blocked. See the Pop-up unblocking instructions at the end of this page.
3. From your Welcome **Course Evaluations** page, click on the **Evaluation Reports** link.
4. A new Report Hosting Tool window should open. Click on the arrow at the right of the Select Term drop down list.
5. A list of terms will appear. From the graph, click the **Term** that you wish to access to display the ratings for a single category.
  - o Term names use the following convention Fall 2006 =2007F, Spring 2007= 2007S, Fall 2007 = 2007F.
  - o All prior Terms will continue to be available to you at this location.
6. Click Continue.
7. A list of your courses for the selected term should appear.
8. To open the report or save it in pdf format click on the Course Number/Title.
9. A new window will appear, with option to Open or Save to Disk.
10. Click OK to view the report.
11. To save a copy of the report to your hard drive you may either Save to Disk or once you have opened the report Save a Copy.

For more information visit the course evaluation website at <http://www.bc.edu/courseevaluations> or contact the Office of Student Services by calling 617-552-3300 or by sending an email to [studentservices@bc.edu](mailto:studentservices@bc.edu).