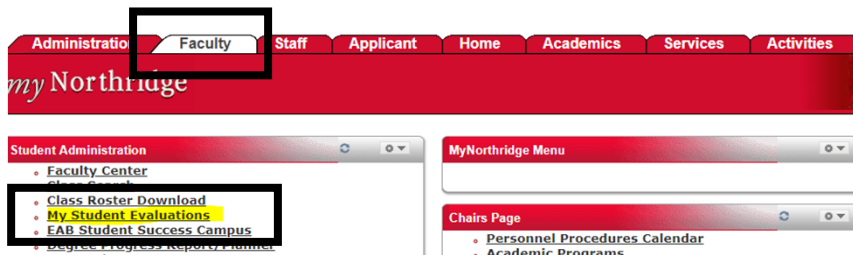
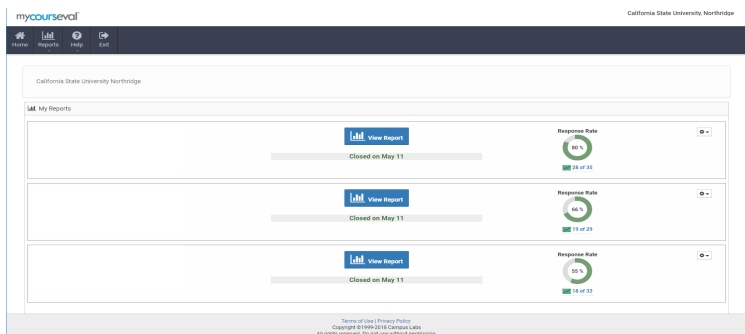


Printing/Downloading Individual Reports in CourseEval

To log in you can go directly to www.csun.edu/SEF or use the link on your Faculty page in SOLAR.



Only active surveys will display on your Dashboard, otherwise it will be blank.



To View/Print/Download Archived Reports:

- Go to Reports -> Evaluation Reports.
You can set the filters to your desire semester or select "Show All" and all available reports (Fall 2017 to present) will be listed.
- Mark the course(s) you want to see in the "Include" column
- Select View/PDF/ Print.
Selecting PDF will allow you to save the file onto your computer through the Adobe Software.

Note: Marking more than one course at the same time will combine all reports into one file.

