

Tarleton Course Evaluations

The survey tool is a web-enabled, paperless evaluation system designed to make the evaluation process easy-to-use and convenient. Paper evaluation forms will not be distributed. The online evaluation can be completed from any internet connected computer, on or off campus.

The evaluation's start and end dates will be published prior to the first day the evaluation is open. Each evaluation will be available 24/7 for your convenience.

Once you have completed the course evaluation AND your instructor has posted your official grade, you will be able to view your grade for the course.

If you experience any problems accessing the survey for your course please contact the Computer Help Desk at 254-968-9885 (helpdesk@tarleton.edu).

Below is a step-by-step guide to evaluate your course. NOTE: If you are accustomed to checking your grades through the final grade or transcript screens, you will need to first complete the evaluation as outlined below. Once your grade is posted the evaluation link will overlay the grade on both the transcript and final grade screen until the end date.

Tarleton Course Evaluations

One. Logon to myGateway (<https://gateway01.tarleton.edu/cp/home/displaylogin>)

The screenshot shows a Windows Internet Explorer browser window displaying the Tarleton State University myGateway login page. The browser's address bar shows the URL <https://gateway01.tarleton.edu/cp/home/displaylogin>. The page features a purple header with the text "myGATEWAY@TARLETON" and the tagline "...your place for resources". Below the header, there is a "Login" section on the left with input fields for "NTNET ID:" and "Password:", and a "Login" button. To the right of the login section, there is a "Welcome to myGateway, your place for resources!" message followed by a list of links: "Announcements", "E-mail", "Blackboard", "Registration", "Student Records", "Financial Aid", "TAMUS Single Sign On", and "RSS Feeds, Bulletin Board, Weather, plus more!". The footer of the page includes a large "T" logo and the text "Copyright © 1995-2009 Tarleton State University".

Tarleton State University Login - powered by SunGard SCT Inc. - Windows Internet Explorer

https://gateway01.tarleton.edu/cp/home/displaylogin

File Edit View Favorites Tools Help

Links Texas Administrative Code EDUCAUSE Home Page About EDUCAUSE EDUCAUSE Home - TASSCC Management Portal Main Page - Wikipedia, the free encyclopedia

Tarleton State University Login - powered by SunGard...

myGATEWAY@TARLETON
...your place for resources

Login

NTNET ID:

Password:

Login

Having problems logging in? Click here.

Welcome to myGateway, your place for resources!

- **Announcements:** Campus-wide announcements
- **E-mail:** Access to student and employee email systems
- **Blackboard:** Access online courses
- **Registration:** View class schedules, order textbooks, add/drop classes, pay bills
- **Student Records:** View holds, grades, and transcripts
- **Financial Aid:** View financial aid status, holds, and awards
- **TAMUS Single Sign On:** HR Connect, TimeTraq, LeaveTraq
- **RSS Feeds, Bulletin Board, Weather, plus more!**

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Tarleton State University

Internet 100%

Tarleton Course Evaluations

Two. Click on the *Student* Tab

Select the Student Tab

The screenshot shows the Tarleton State University myGATEWAY@TARLETON portal. The browser is Windows Internet Explorer. The address bar shows the URL: http://gateway01.tarleton.edu/render.userLayoutRootNode.uP?uP_root=root. The page features a navigation menu with tabs: Home, Tutorial, **Student**, and Employee. A red arrow points from the 'Student' tab to the 'myGATEWAY@TARLETON' header. The page layout includes several sections:

- CAMPUS ANNOUNCEMENTS**: Enter Tarleton's Digital Photo Contest and Have A Chance to Win an iPod Nano! How to get to Police & Parking Dept with all of the Construction
- PERSONAL ANNOUNCEMENTS**: Did you take photos of the Inauguration? Send them to us and we'll post them!
- WEATHER.COM - STEPHENVILLE**: Stephenville, TX 70°F Cloudy. Feels Like: 70°F. Humidity: 88%. Wind: W 4 mph. Hour-by-hour | 10-day. Includes a search bar for city or U.S. zip and a GO button.
- EMPLOYEE QUICKLINKS**:
 - Banner Tools (including Ducktrax)
 - Campus Maps
 - Departments
 - Faculty/Staff/Department Directory
 - Library
 - Mail (Exchange Web Access)
 - University Events Calendar
- RESOURCES**: Duck Trax, Duck Trax Single Sign On, Texan Bill Pay, Texan Bill Pay Single Sign On, Curriculum Management System, Chalk & Wire ePortfolio System.
- BOOKMARKS**: Centra, Digital Measures, DIR, EDUCAUSE.

The status bar at the bottom indicates "Done, but with errors on page." and "Internet" with a 100% zoom level.

Tarleton Course Evaluations

Three. Click 'Duck Trax'

Click Duck Trax

The screenshot shows the Tarleton State University myGATEWAY portal in a Windows Internet Explorer browser. The browser's address bar displays the URL: http://gateway01.tarleton.edu/tag.8e459fe2c5fce113.render.userLayoutRootNode.uP?uP_root=root&uP_sparam=activeT. The page features a navigation bar with tabs for Home, Tutorial, Student, and Employee. The Student tab is selected. The main content area is divided into several sections: REGISTRATION TOOLS, ACADEMIC PROFILE, STUDENT GRADES, BANNER SELF SERVICE, STUDENT MEETINGS, and FUNDRAISERS. A red arrow points from a text box labeled 'Click Duck Trax' to the 'Duck Trax' link in the BANNER SELF SERVICE section. The ACADEMIC PROFILE section shows the user's primary account information: Class Standing: Graduate, Effective Term: Spring 2005, Level: Graduate, Campus: Stephenville, College: Education, Program: Education - MED, and Major: Curriculum and Instruction. The STUDENT GRADES section displays 'No Data Found' and a 'Select Another Term' dropdown menu. The STUDENT MEETINGS section lists upcoming events, including Tarleton Alumni Ambassadors-Bi-Monthly Meetings, Tarleton Professional Educators-Monthly Student Meetings, and various organizational meetings. The FUNDRAISERS section is also visible at the bottom.

Tarleton State University - Windows Internet Explorer

http://gateway01.tarleton.edu/tag.8e459fe2c5fce113.render.userLayoutRootNode.uP?uP_root=root&uP_sparam=activeT

Live Search

File Edit View Favorites Tools Help

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Tarleton State University

myGATEWAY@TARLETON
...your place for resources

My Account
Content Layout
Portal Admin

You are currently logged in.

E-mail Blackboard E-mail Logout Help

October 13, 2009

Home Tutorial Student Employee

REGISTRATION TOOLS

- Registration Status
- Look Up Classes
- Add or Drop Classes
- Change Class Options

ACADEMIC PROFILE

Primary

Class Standing: Graduate

Effective Term: Spring 2005

Level: Graduate

Campus: Stephenville

College: Education

Program: Education - MED

Major: Curriculum and Instruction

STUDENT GRADES

No Data Found

Select Another Term Go

BANNER SELF SERVICE

Duck Trax

STUDENT MEETINGS

Tarleton State University
Upcoming Events Calendar

- Tarleton Alumni Ambassadors-Bi-Monthly Meetings (every other Tuesday)
- Tarleton Professional Educators-Monthly Student Meetings
- Alumni Ambassadors Meeting
- Alpha Phi Sigma Meeting
- TSU Plowboys- Organizational Meetings
- Interfraternity Council- Weekly Meetings
- Alpha Gamma Delta- Meetings
- FarmHouse Fraternity- General Assembly Meeting

FUNDRAISERS

Internet 100%

Tarleton Course Evaluations

Four. Click 'Online Services and Financial Aid'

Click Online Services and Financial Aid

The screenshot shows the Tarleton State University myGATEWAY portal. The browser is Windows Internet Explorer. The page has a header with the university logo and navigation tabs: Home, Tutorial, Student, and Employee. The Student tab is selected. The main content area is divided into several sections:

- REGISTRATION TOOLS**: Includes links for Registration Status, Look Up Classes, Add or Drop Classes, and Change Class Options.
- ACADEMIC PROFILE**: Displays student information for a Graduate student, including Class Standing, Effective Term (Spring 2005), Level, Campus (Stephenville), College (Education), Program (Education - MED), and Major (Curriculum and Instruction).
- STUDENT GRADES**: Shows "No Data Found" and a "Select Another Term" dropdown.
- BANNER SELF-SERVICE**: Contains a list of links: Duck Trax, Personal Information, Online Services & Financial Aid (highlighted with a red arrow), Faculty & Advisors, and Texan Bill Pay.
- STUDENT MEETINGS**: Lists upcoming events, including Tarleton Alumni Ambassadors-Bi-Monthly Meetings, Tarleton Professional Educators-Monthly Student Meetings, and various organizational meetings.
- FUNDRAISERS**: A section at the bottom right.

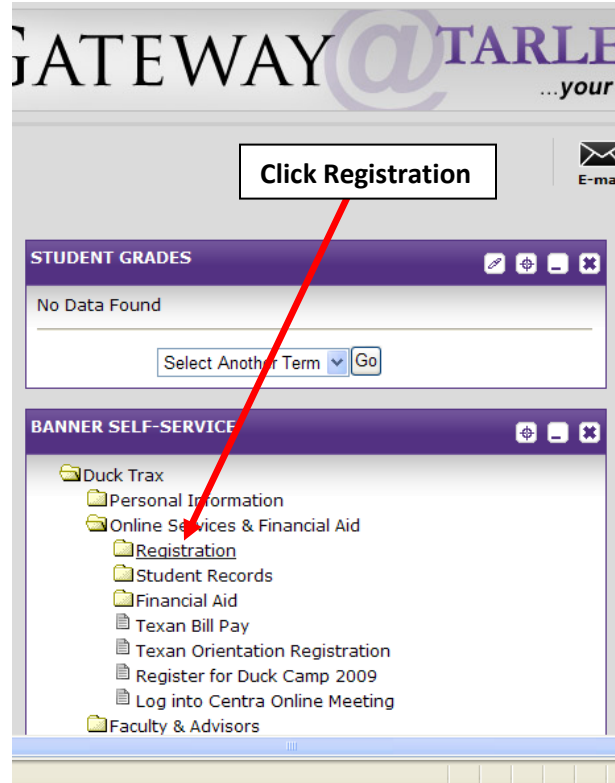
The status bar at the bottom shows "Done" and "Internet" with a 100% zoom level.

Tarleton Course Evaluations

Five.

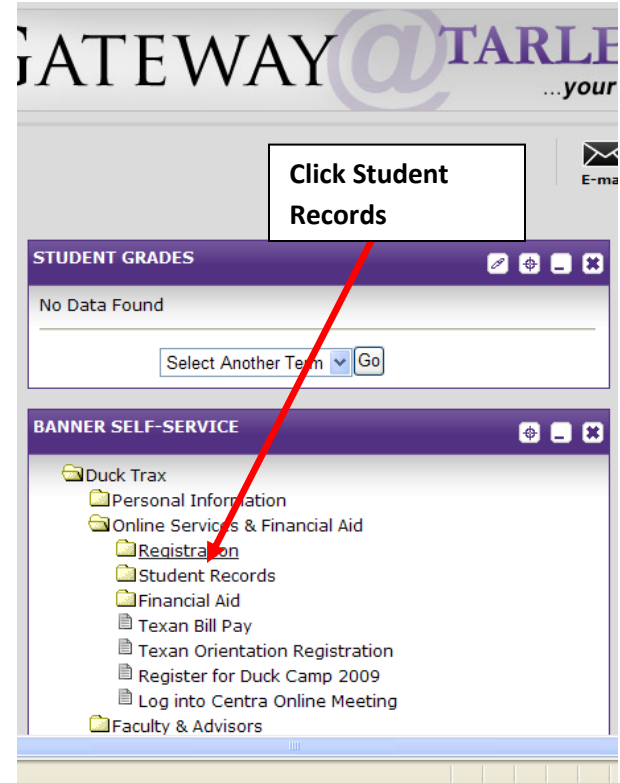
If your grade has NOT been posted

Click on 'Registration'



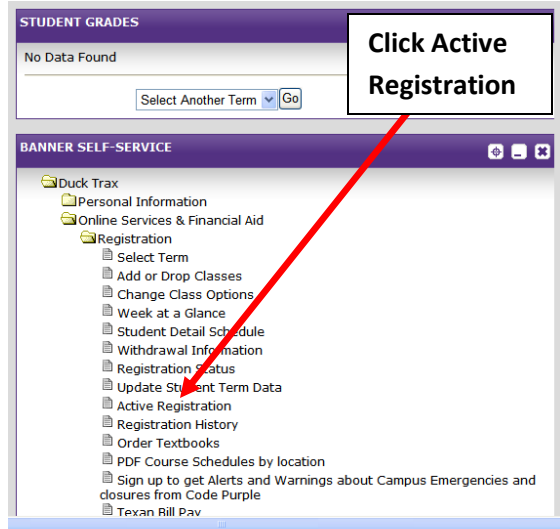
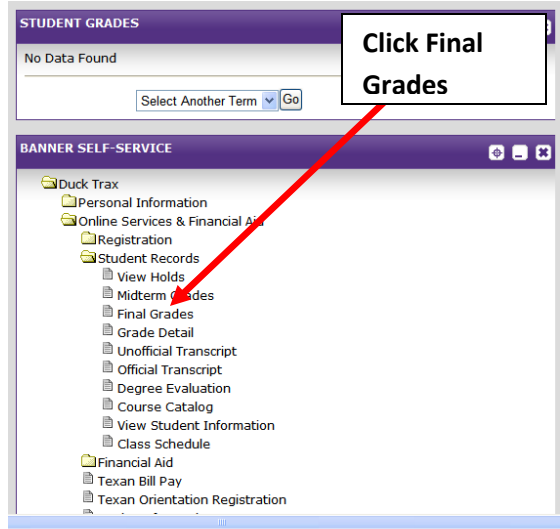
If your grade HAS been posted

Click on 'Student Records'



Tarleton Course Evaluations

Six.

<i>If your grade has NOT been posted</i>	<i>If your grade HAS been posted</i>
<p data-bbox="235 310 776 346">Click on 'Active Registration'</p>  <p data-bbox="235 877 430 892">jode:UP?UP_remove_target=u121n116</p>	<p data-bbox="846 310 1386 346">Click on 'Final Grades'</p> 

Tarleton Course Evaluations

Seven. Click on 'Evaluate Professor link'

<i>If your grade has NOT been posted</i>	<i>If your grade HAS been posted</i>																					
<p>Dev Musical Exp - MUSC 315 - 010</p> <div data-bbox="237 384 474 478" style="border: 1px solid black; padding: 5px; display: inline-block;"> Click Evaluate Professor </div> <p> Campus Course Evaluation </p> <p> Choral Tech - MUSC 335 - 010 Associated Term CRN Status Schedule Type Instructional Method Campus Course Evaluation </p> <p> Ensemble: Chamber Choir - MUSC 401 - 040 Associated Term CRN Status Schedule Type Instructional Method Campus Course Evaluation </p>	<div data-bbox="1092 317 1331 411" style="border: 1px solid black; padding: 5px; display: inline-block;"> Click Evaluate Professor </div> <p> Student Information Current Program Level: Program: Admit Term: Admit Type: Catalog Term: College: Campus: Major and Department: Academic Standing: </p> <p> Undergraduate Course work </p> <table border="1"> <thead> <tr> <th>CRN</th> <th>Subject</th> <th>Course</th> <th>Section</th> <th>Course Title</th> <th>Campus</th> <th>Final Grade</th> </tr> </thead> <tbody> <tr> <td>60783</td> <td>BIOL</td> <td>120</td> <td>010</td> <td>General Biology</td> <td>Stephenville</td> <td>Evaluate Vicky V. Johnson</td> </tr> <tr> <td>60694</td> <td>RDG</td> <td>351</td> <td>410</td> <td>Content Area Reading</td> <td>Stephenville</td> <td>A</td> </tr> </tbody> </table>	CRN	Subject	Course	Section	Course Title	Campus	Final Grade	60783	BIOL	120	010	General Biology	Stephenville	Evaluate Vicky V. Johnson	60694	RDG	351	410	Content Area Reading	Stephenville	A
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Eight. Fill out the Evaluation & Click ‘*Submit Evaluation*’ at the bottom

Section I: The Instructor	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. Instructor set out and met course objectives.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Instructor used class time productively.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Instructor communicated ideas clearly.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Instructor effectively answered students' questions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Instructor was available to students by keeping regular office hours or by making other arrangements.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Instructor provided helpful feedback on my progress in the course	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. Instructor chose assignments that were relevant.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. I would recommend this instructor to other students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Section II: The Student					
9. Reason for taking course	<input type="text"/>				
10. Average number of hours spent on weekly homework assignments for this course	<input type="text"/>				
11. Expected grade in this course	<input type="text"/>				
Section III: Open-Ended Comments					
12. Comment on aspects of the course or teaching style that have been most valuable to your overall learning experience.	<input type="text"/>				
13. Suggest how the instructor might improve this course or teaching procedure.	<input type="text"/>				
14. Use the additional space to clarify any of your responses or to discuss issues not covered by the rating system.	<input type="text"/>				
Submit Evaluation					