EVALUATE: Key Takeaways

With each offering of your course, review the elements you’ve included: content, page layout, tools, technology, etc. After you’ve evaluated the various elements of your course through surveys or other methods, you’re ready to react to your findings.

Make course adjustments on an as-needed basis.

4 times to evaluate your course:
- Pre-semester
- Mid-semester
- Post-semester
- Emergency

A few elements you can include in your evaluation process are university-provided class evaluations, student grades, and course statistics.

Survey tips:
- Ask 10 questions or fewer
- Ponder the answer options carefully to ensure all possible responses are represented.
- Free response questions provide the opportunity for students to share their thoughts.

After conducting a survey or other type of evaluation method, react to your findings:
- If it’s not an emergency, keep an ongoing log of possible changes.
  - Creating a list will help you think about the problems and find effective solutions to implement after the semester.
- Don’t change portions of the course while it’s live, especially if it’s not for a critical update.
  - This can be confusing for you and for students.

Questions for Application:
Student experience:
- How did my students perform?
- Are there consistent areas in which they struggled?
- In what ways did students truly master the content?
- What are students saying about the course website itself?
- What trends can I identify from the evaluations?

Self-Reflection:
- Did I dedicate enough time in my schedule to work on this course?
- Can I streamline my workflow in future semesters?
- Can I successfully troubleshoot technology-related issues and content-related issues?

Content and Design:
- Does my content have any gaps?
- Are there any new topics I could incorporate to interest students or provide a different perspective?
- Does the course site look like how I envisioned?