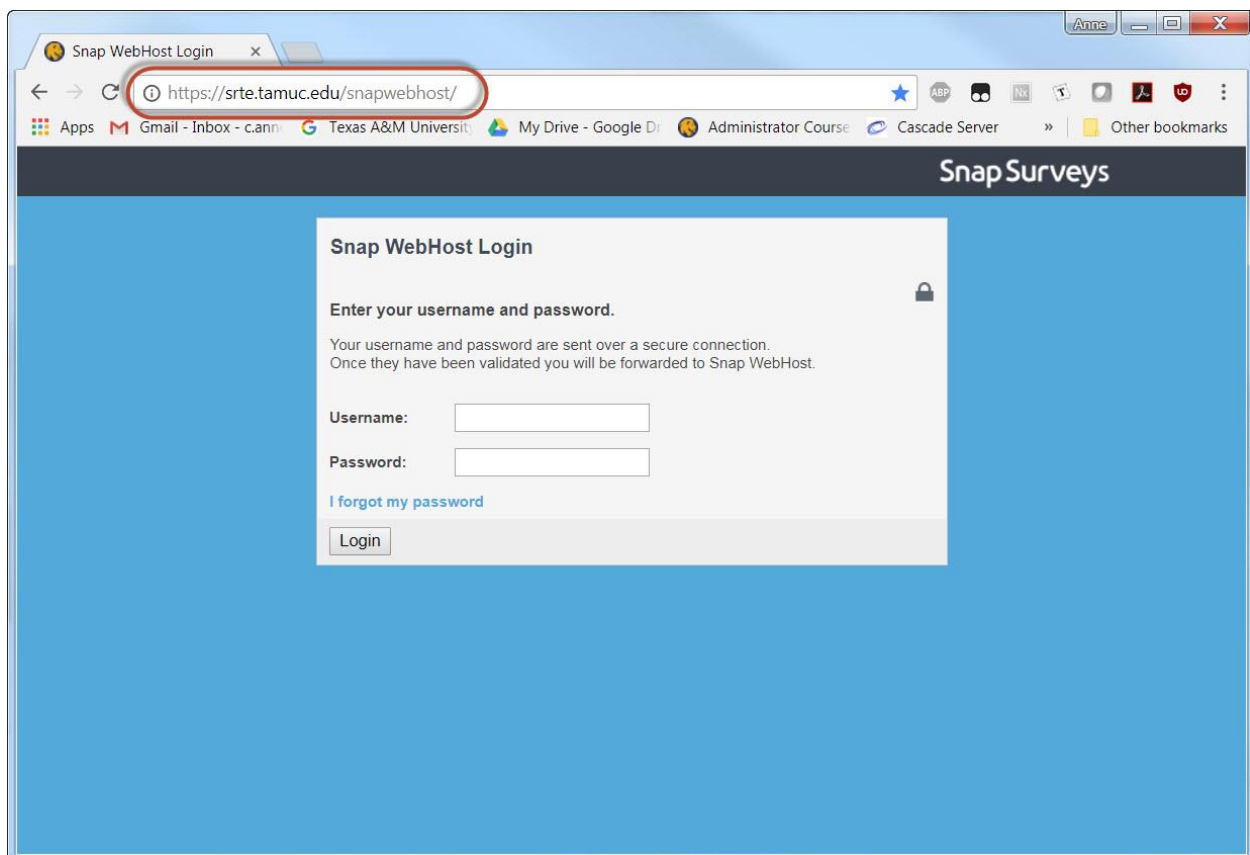




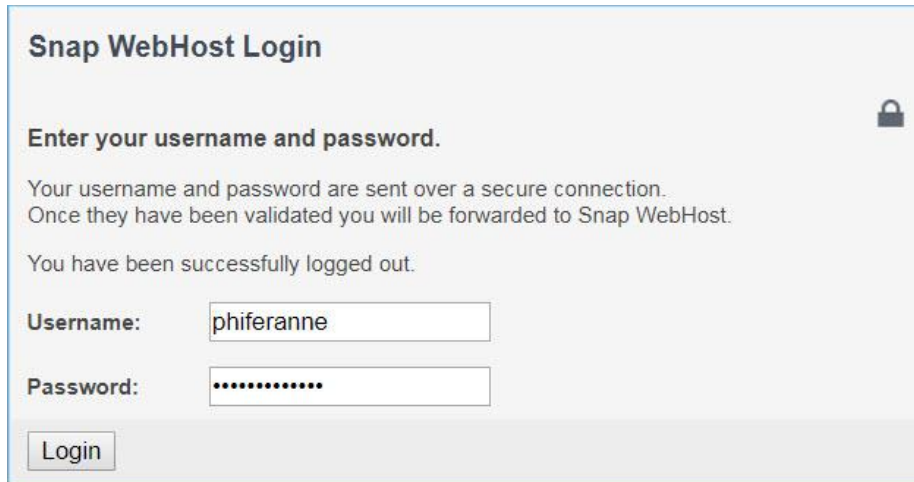
Accessing Reports from Snap Surveys

Snap Surveys is the tool used to deliver our fully online course evaluations. Follow the instructions below to access both your course section reports and instructor summary reports.

1. Go to the Snap Surveys landing page, <https://srte.tamuc.edu/snapwebhost/>



2. Input your Active Directory credentials, the same credentials you use to log in to a computer (LastnameFirstname). **This input field is *case sensitive*, so please ensure your name is all in lowercase.**



Snap WebHost Login

Enter your username and password.

Your username and password are sent over a secure connection.
Once they have been validated you will be forwarded to Snap WebHost.

You have been successfully logged out.

Username:

Password:

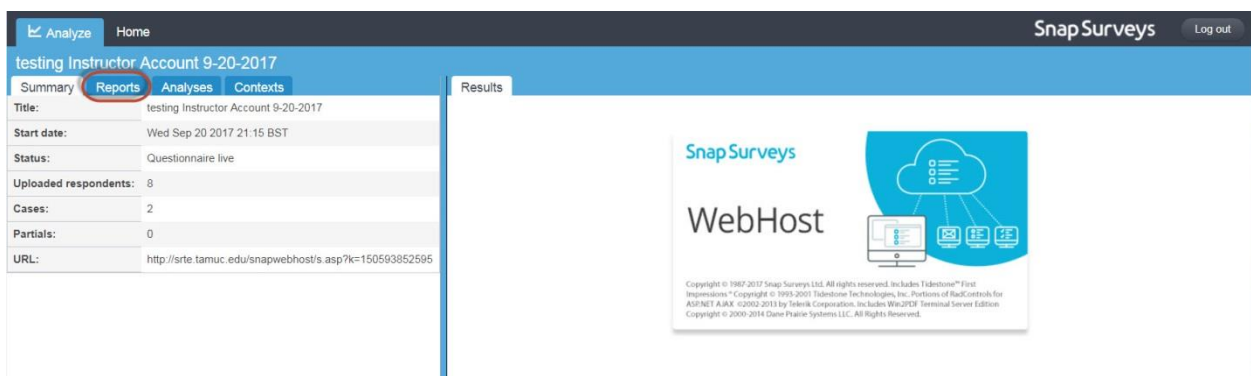
Login

3. When you open Snap Surveys, a survey will be available to you. It will be called “Course Evaluations”. Click the name, in blue, to open the reports interface.



Name	Title	Last used
course_evaluations	Course Evaluation AP3 Fall 2017	Thursday, September 21, 2017 4:57:47 PM

4. Once you have the survey open, you will see this screen. Click the “Reports” tab to run your reports for the survey.



testing Instructor Account 9-20-2017

Summary **Reports** Analyses Contexts

Title: testing Instructor Account 9-20-2017

Start date: Wed Sep 20 2017 21:15 BST

Status: Questionnaire live

Uploaded respondents: 8

Cases: 2

Partials: 0

URL: http://srte.tamuc.edu/snapwebhost/s.asp?k=150593852595

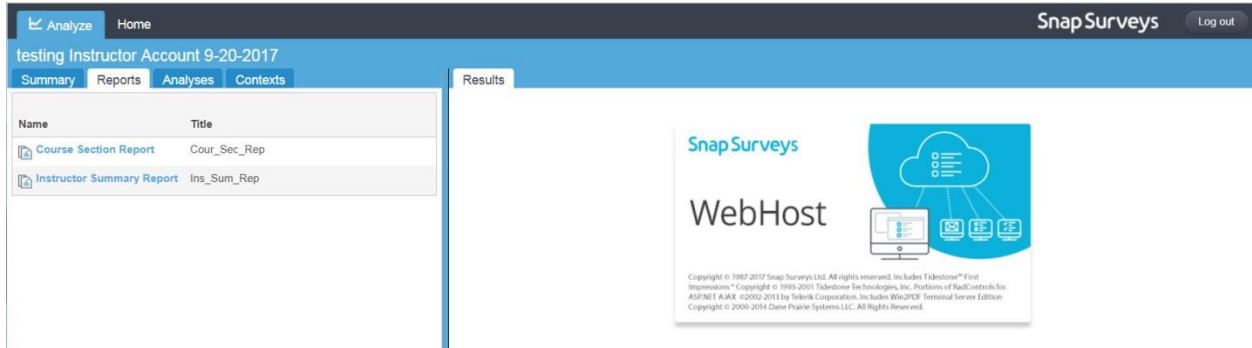
Results

Snap Surveys WebHost

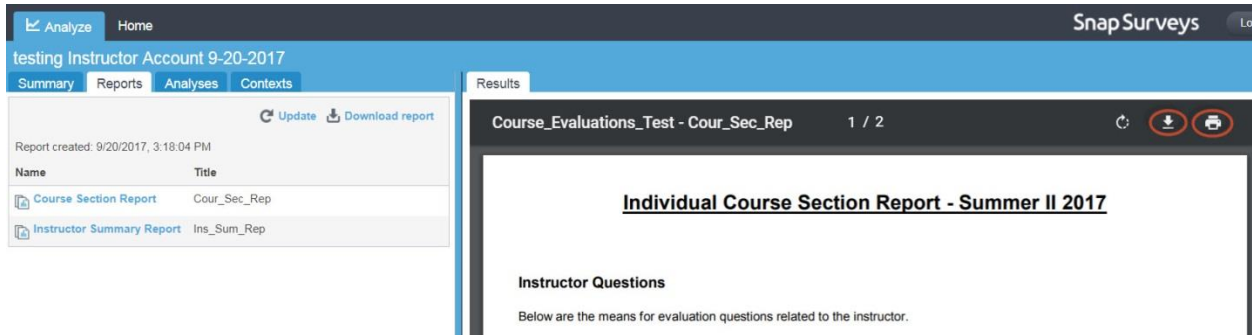
Copyright © 1987-2017 Snap Surveys Ltd. All rights reserved. Includes Telerik™ First Impressions™ © Copyright © 1999-2001 Telerik Technologies, Inc. Portions of RadControls for ASP.NET AJAX © 2002-2013 by Telerik Corporation. Includes Web2PDF Terminal Server Edition Copyright © 2000-2014 Dane Prairie Systems LLC. All Rights Reserved.

5. There are two reports available for you to run. The first is a Course Section Report - Current, which is a report of your course evaluation outcomes for each

specific course section. The second is an Instructor Summary report - Current, which combines the data from all your course sections into one summary. You can run these reports by clicking the name of the report you'd like to run, and then looking in the "Results" window for your report to appear. Please select the report name that has "Current" in it; other reports will not work.



6. To download or print your reports, use the icons at the top of the "Results" window. The arrow pointing down is the download icon, and clicking the printer will allow you to choose your print settings.



If you have further questions about accessing reports from Snap Surveys, please contact the Office of Academic Technology at (903) 886-5511, or by e-mailing course.evaluations@tamuc.edu