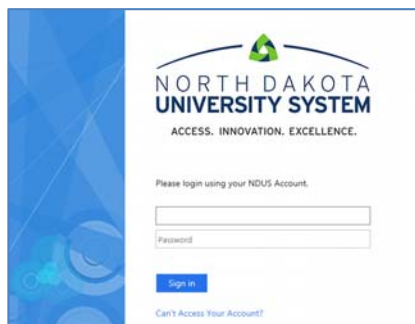# How to use the Response Rate Dashboard
(only available for *report viewers*)

Once the student 'Form Fillout' (course evaluation) period opens, instructors, chairs, contacts with the Report Viewing access can view the Response Rate Dashboard within Blue.

A) Log in to the system at evals.und.edu. The link will bring you to the below NUDS Login page; enter your IDM firstname.lastname and password.

B) The page should open to the Blue system and you should have access to the Response Rate link.

Choose that link to open the Response Rate Dashboard.

C) Within the Dashboard, there are several ways you can filter, search, or sort (clicking on column headings) the data in order to view a particular set of course/s.

To view response rates of individual courses, scroll right to see column labeled Response Rate.

SubCategory	Completed	In Progress	Not Completed	Not Ready	Deleted	Stopped	Invited	Response Rate
ummer	4	0	0	0	1	0	13	31%
ummer	6	0	0	0	1	0	12	50%
ummer	1	0	0	0	0	0	1	100%
ummer	3	0	0	0	0	0	3	100%
ummer	21	0	0	0	1	0	31	68%
ummer	28	0	0	0	0	0	41	68%
ummer	6	0	0	0	0	0	8	75%

D) Other information also appears on the dashboard such as the notifications vs responses, peak hours & days that students respond, and the devices that they use.