Electronic Course Evaluations (ECE): Syllabus Excerpt

The following excerpt can be used (or modified) for the course syllabus to inform students about the Electronic Course Evaluation.

**USM uses an Electronic Course Evaluation (ECE) for students to evaluate their courses and instructors. Toward the end of the course, students will receive an email notice (sent to the school email account) that asks them to complete their course evaluations online, and includes a direct link to the evaluation form. Students must log-in using their MaineStreet ID and password, then a list of courses will show up for completing an online course evaluation for each of your courses. Students can only access the online course evaluation during a specific time period, as noted on the email notice; therefore, be mindful of the deadline date. The subject line of the email will say “USM’s Online Course Evaluation”. Students who forward their school email to a different email account, may have to check their SPAM mail.**

Student ratings on the evaluation are very useful to your instructor if you answer thoughtfully and honestly. The responses you give are confidential and will be collected by the Office of Academic Assessment. After the final grades are posted, your instructor will receive a summary report of the student responses. All student feedback is valued and is being used for course and program improvement purposes. Thanks, in advance, for your participation.

**Students who have problems accessing the ECE, should contact the Office of Academic Assessment, 228-8086 Kristen Beahm for technical assistance, or email: kbeahm@maine.edu.**