How To View All Evaluations & Comments

1. Log in to E-Value – www.e-value.net and choose the program you would like to view comments from
   a. If you need help with your log-in information, contact med-eval@umn.edu

2. Choose “Reports” at the top of the page
3. Choose the report you want to view (the 4 below are the most helpful):

   a. **Aggregate Comments about Trainees**: View all comments from each department (or clerkship) taken in each program
   b. **Aggregate Performance**: Will provide aggregate quantitative data for each clerkship taken in the program (you can also choose individual activities)
   c. **Completed Evaluations about Trainees**: Will provide links to each completed assessment of your performance (by evaluator/preceptor)
   d. **Completed Evaluations By Me**: View past clerkship and educator evaluations submitted by you
4. Fill in the filter

1. Fill in Dates of period you want to look at, or select a large rang to view all comments from the department
2. You can filter by Activity, Site, etc or leave it as {All Activity Groups} to pull all evaluations under that program
   a. Hint: Activity = Clerkship
3. Can view as HTML or can produce an Excel spreadsheet
4. “Next”

5. If you have any questions regarding your account, or reporting, please contact med-eval@umn.edu