

## How to Access Student Evaluation of Learning and Teaching (SELT) Reports via Canvas

1. To access Student Evaluation of Learning and Teaching (SELT) reports, please log into Canvas: <u>https://canvas.acu.edu.au/</u>

For step-by-step instructions, please see video on How to Access Canvas.

2. Click on Account and select SELT Reports:



3. The SELT Reports dashboard will be displayed:

SELT Reports							
The reports below are available for viewing.							
Q Description Search [+] Filters 🥎							
↑ Description	Category	Sub-category					
ACU - Student Evaluation of Learning and Teaching.(SELT) - Second Half, 2023 - Final Individual Report	2023	Second Half					

4. The dashboard will display the most recent survey cycle (either First or Second Half) in which a report has been generated specifically for you.

If you wish to see reports from previous years:

- a) Expand the filtering criteria section by clicking on **Filters**. This enables you to filter for specific reports based on the year (category) and evaluation cycles (sub-category: First or Second Half).
- b) Select 'All' from the display drop-down menu.





This will display all current and archived reports, for all years and evaluation cycles (sub-categories: First or Second Half).

The reports below are available for viewing. Expand the filtering criteria section by clicking on <b>Filters</b>						
Q Description		Search [-] Filters 🥠				
Description	All	~	Sub-category	All		
Category	All	~		Select Display	"All" from the drop-down menu.	
Items per page	All	~	Display			
	Description	1		🖕 Category	Sub-category	
ACU - Student Evalu Half, 2023 - Final Ind	ation of Learning and ` ividual Report	Teaching (SELT) - Second	2023		Second Half	

- c) Choose the report link from the list of displayed reports to access and view your report(s).
- 5. A new window will appear, displaying either of the following scenarios:
  - a) If there is one report available for the specific cycle, the window will open, displaying the report in HTML view:

WAC	Semester 2, 2023 Melbourne (202360_0000)
	Student Evaluation of Learning and Teaching (SELT) Survey
	Units Audience: 10 Responses Received: 6 Response Ratio: 60.0%
Creation Date: Wednesd	ay, December 13, 2023
Creation Date: Wednesd	ay, December 13, 2023 blue
Creation Date: Wednesd	ay, December 13, 2023 Duce Download PDF

→ To obtain a copy of the report, click on the 'Download PDF' link within the HTML view.

b) If there are multiple reports available, a list of reports will be displayed:

Report List - ACU - Student Evaluation of Learning and Teaching (SELT) - Second Half, 2023 - Final Individual Report					
This table provides a list of links to reports in both PDF and HTML format. The PDF versions of the reports listed here are not WCAG 2.0 compliant. Please use the HTML version by opening the link located in the Report Title c alternative.	olumn of the table as an accessible				
Search report title Clear search					
Results: 1 - 2 of 2 Item(s)					
PDF Report Title 4					
Einal Individual Report for SELT - UNIT 100 TEST UNIT - Semester 2, 2023 Melbourne (202360_0000).					
Einal Individual Report for SELT - UNIT200 TEST UNIT - Semester 2, 2023 Melbourne (202390_0001).					
Select All Deselect All View Download PDF					
	blue'				

- → Click on the report title to access the report in HTML view.
- ➔ To obtain a copy of the report(s), mark the checkboxes and then click on the 'Download PDF' button.