

Frequently Asked Questions about the Anthology Dashboards

(Updated October 17, 2024)

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[Anthology Faculty Dashboard](#)

[Anthology Student Dashboard](#)

[Glossary of Terms](#)

Q: What is the Faculty Dashboard?

A: Faculty have access to the [Anthology Faculty Dashboard](#), their own personalized homepage. Shorter video: [Navigating Course Evaluations with IDEA](#) (01:37). Longer video: [About the Faculty Dashboard](#) (13:19).

Q: What can I see on the Faculty Dashboard?

A: Remember that you can view different terms using the drop-down menu.

- If an evaluation period is currently open, you may see:
 - The close date of the current evaluation.
 - The date that the reports will be released.
 - The course sections included in the administration:
 - A course roster (students who will be able to see/take the survey)
 - The response rates on the survey (updated every 15 minutes)
 - A **View Evaluation Link** button that can be clicked to reveal a unique evaluation link that can be shared with students. This link takes students to the evaluation for this section only.
- If an evaluation period is not currently open, you may see:
 - The start date of an upcoming evaluation, if it's coming soon.
 - Results from a past evaluation (after an evaluation period has closed and the deadline for grades to be entered has passed).

Q: On my Faculty Dashboard, the data is wrong for my course. The number of students is wrong. When I view the details, it shows some names of students who are not in my class, and many of my current students are missing.

A: If the survey has not yet opened ([important dates](#)), it's ok; it is showing older data, and has not yet been updated. When the evaluation opens, you will see correct information. The IDEA surveys pull data from Banner. If everything is correct on Banner, the correct information will filter over to IDEA when the survey opens.

Q: On the dashboard, under surveys, it says there are zero completed and zero incomplete.

A: You might be looking at the [Anthology Student Dashboard](#) by mistake, and it's telling you that you have no student surveys to take. Look at the [Anthology Faculty Dashboard](#) instead.

Q: What is the Student Dashboard?

A: Students have access to the [Anthology Student Dashboard](#), their own personalized homepage. Video: [About the Student Dashboard](#) (2:53). When the survey period is open ([important dates](#)), students will find links to the surveys in that term. Faculty members have no need to access the [Anthology Student Dashboard](#).

Q: When administering the survey, I don't want my students to see ALL of their evaluations on their Student Dashboard, I want them to see only the evaluation for my course.

A: Students see ALL of their evaluations for that term on their Student Dashboard. If you'd like them just to see the survey for your course, go to your [Anthology Faculty Dashboard](#), and if an evaluation period is currently open ([important dates](#)), click on the **View Evaluation Link** button for a link to the survey for your class only. Copy and paste the link and send it to students.

Q: When I click on the Student Dashboard link, I get the message, "You don't have any incomplete course evaluations."

A: If you are an instructor, there is no need to click on the [Anthology Student Dashboard](#). The message tells you that you have no evaluations to complete (because you are not a student). When students click this link, they will see their surveys.

Q: How does the website know if I am a student or a faculty member?

A: Everyone logs into the website with their Rowan credentials. Faculty members have different access than students.

Q: Should I bookmark the webpage of the dashboard?

A: Yes. Both the [Anthology Student Dashboard](#) and the [Anthology Faculty Dashboard](#) will stay the same over time, and can be bookmarked.

Q: Who should be contacted with any additional questions or concerns?

A: Contact the Student Evaluations System Manager of Rowan University's Faculty Center for Excellence in Teaching and Learning, Ali Massimini, by email massimini@rowan.edu. Also see our other [Frequently Asked Questions](#).