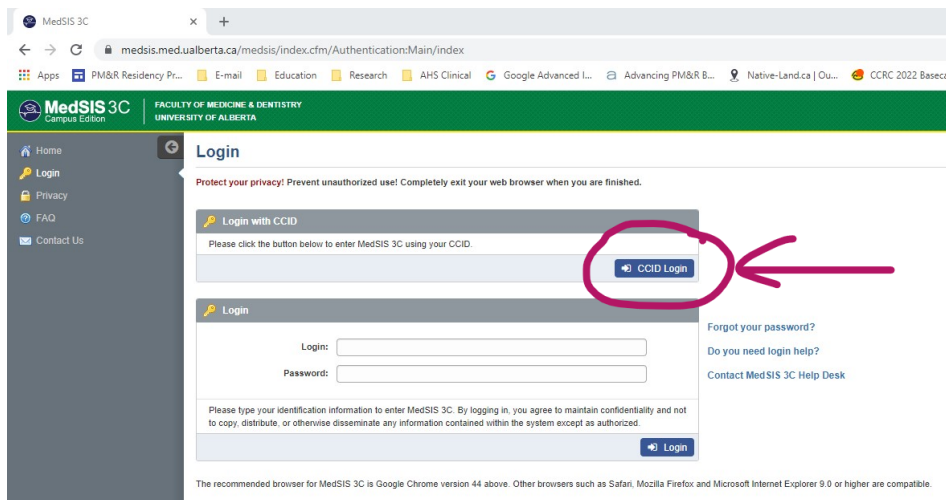
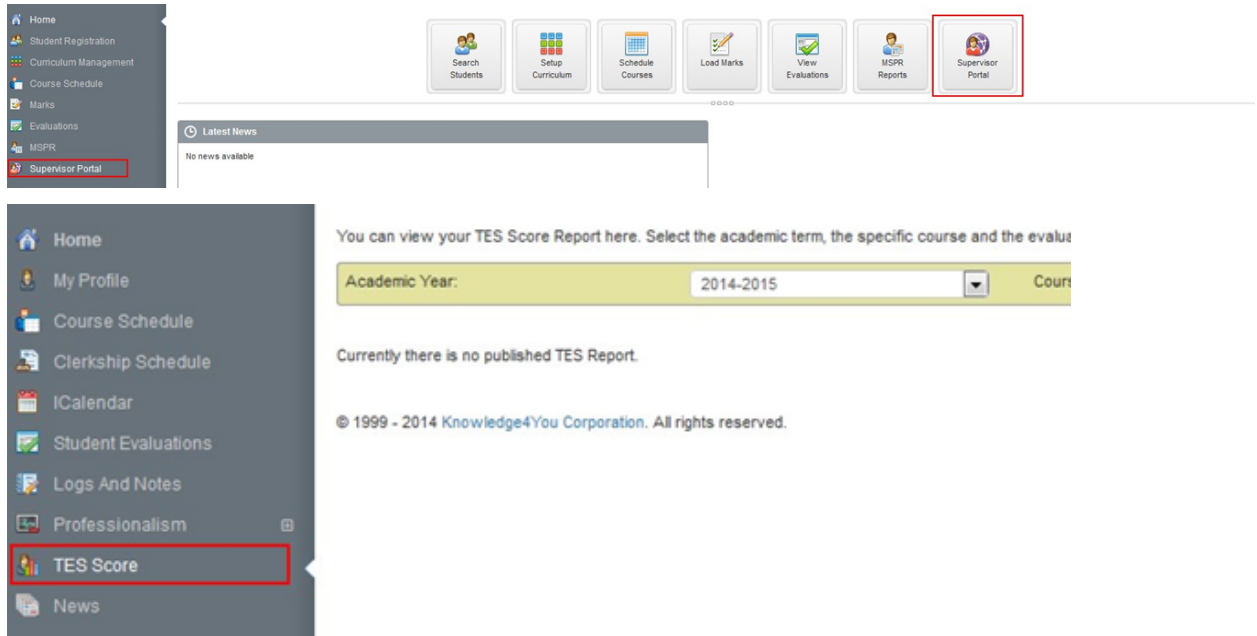


# Accessing Instructor Evaluation(s) in MedSIS

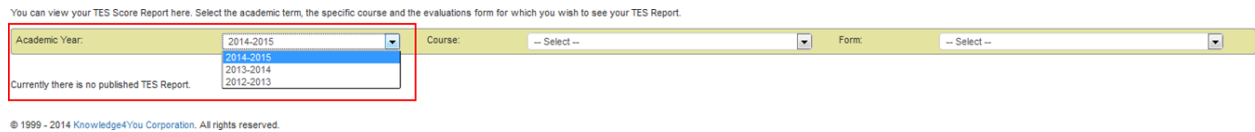
1. Go to <https://medsis.med.ualberta.ca>.
2. Login using your CCID and password.



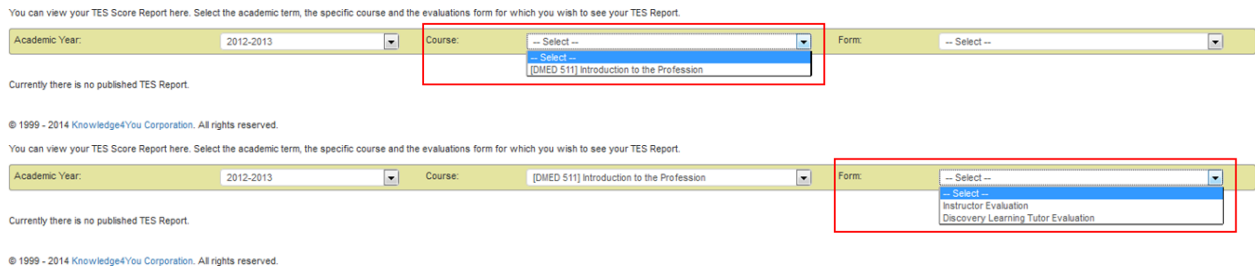
3. On the LEFT HAND panel, click on **“TES Score”**. If you do not see **“TES Score”**, click on **“Supervisor/Instructor Portal”** and then click **“TES Score”**



4. Select the **“Academic Year”** from the drop down menu. All of your evaluations for the selected year will be displayed.



5. To sort further, you can also select by **“Course”** and **“Form”** using the drop down menu.



6. Click the **Form Name** or the **PDF icon** to view individual evaluations.

Academic Year	Course	Form	Publish Date	Print
2021-2022	Foundations of Medicine	DMED 511 Lecture Session and Instructor Evaluation	30-Nov-2021	
2021-2022	Musculoskeletal System	MED 523 Discovery Learning Tutor Evaluation	01-Feb-2022	
2021-2022	Musculoskeletal System	MED 523 Lecture Session and Instructor Evaluation	01-Feb-2022	
2021-2022	Musculoskeletal System	MED 524 Lecture Session and Instructor Evaluation	02-May-2022	
2021-2022	Neurosciences and Organs of Special Senses	MED 526 Evaluation of Preceptor (small groups)	04-May-2022	

7. To print or save ALL evaluations for the academic year, **SELECT ALL** reports on the left hand button and then click **"Print Selected"**.

Academic Year: 2021-2022 Course: -- Select -- Form: -- Select --

Score Reports  Print Selected

<input checked="" type="checkbox"/>	Academic Year	Course	Form	Publish Date	Print
<input checked="" type="checkbox"/>	2021-2022	Foundations of Medicine	DMED 511 Lecture Session and Instructor Evaluation	30-Nov-2021	<input type="checkbox"/>
<input checked="" type="checkbox"/>	2021-2022	Musculoskeletal System	MED 523 Lab Evaluation	01-Feb-2022	<input type="checkbox"/>
<input checked="" type="checkbox"/>	2021-2022	Musculoskeletal System	MED 523 Discovery Learning Tutor Evaluation	01-Feb-2022	<input type="checkbox"/>
<input checked="" type="checkbox"/>	2021-2022	Musculoskeletal System	MED 523 Lecture Session and Instructor Evaluation	01-Feb-2022	<input type="checkbox"/>
<input checked="" type="checkbox"/>	2021-2022	Neurosciences and Organs of Special Senses	MED 524 Lecture Session and Instructor Evaluation	02-May-2022	<input type="checkbox"/>
<input checked="" type="checkbox"/>	2021-2022	Physicianship II	MED 526 Evaluation of Preceptor (small groups)	04-May-2022	<input type="checkbox"/>

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