

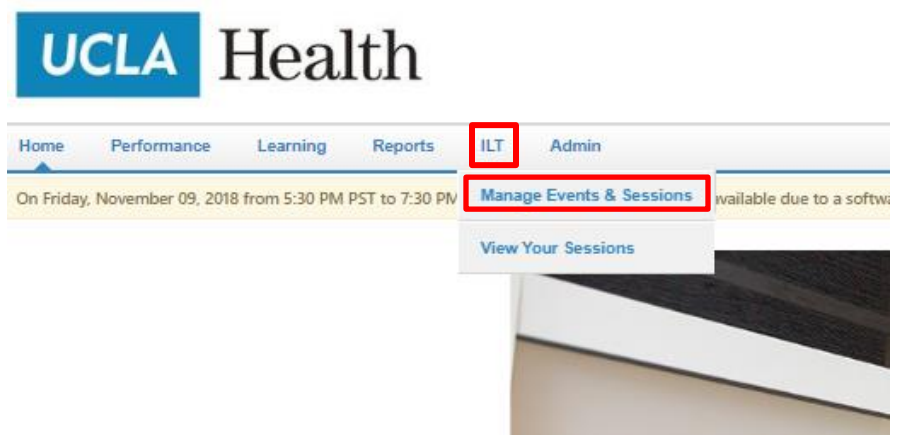
Cornerstone Training Guide

View Evaluation Results

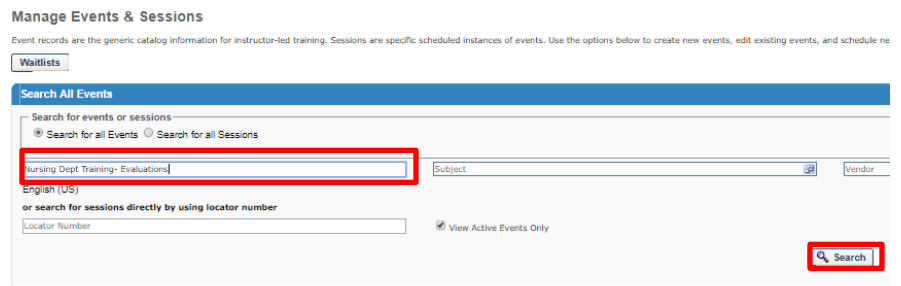
Introduction

In this scenario, Instructors will view the results of a session evaluation.

1. On the Cornerstone Tool Bar, hover your cursor over **ILT** and click on **Manage Events & Sessions**.



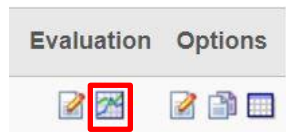
2. In the **Search All Events** field, enter the event name and click **Search**.



3. Locate the **Event** from the search results.

Event Name	Subjects
Nursing Dept Training- Assign ILT	Nursing ... Continuing Education Non-Contact Hours ... ILT without contact hours
Nursing Dept Training- Evaluations	Nursing ... Continuing Education Non-Contact Hours ... ILT without contact hours
Nursing Dept Training- Instructor	... Continuing Education Non-Contact Hours
Nursing Dept Training- Learning Admin	... ILT with contact hours
Nursing Dept Training- Request Training	Nursing ... Continuing Education Non-Contact Hours ... ILT without contact hours
Nursing Dept Training- Rosters	Nursing ... Continuing Education Non-Contact Hours ... ILT without contact hours

4. Select the **View Evaluation Report** icon.



5. Filter data by date and select **Printable Version**.

Note: You are also able to export the data to Excel.

Evaluation
Displays summary information of evaluation data.
Note: This report does not include instructor names when the INSTRUCTOR.NAME tag is used in Evaluations. To view instructor names,

Date Filters

Date Criteria: Today | 11/8/2018 | 11/8/2018

Advanced Filters

Training Title: Nursing Dept Training- Eval

Session Location: []

Vendor: All

Instructor: [] (Please Select Vendor First)

Locator Number: []

Session ID: []

Question ID: []

Category: All Categories

Training Type: All

Evaluations Included:

- Level 1 - Reaction Evaluation
- Level 2 - Learning Evaluation
- Level 3 - Transfer of Learning Evaluation

Group By: Enterprise Training Unit Vendor

Details:

- Display text-only responses
- Display supplementary text responses

« Back | **Printable Version** | Export to Excel

6. A new window will open with the evaluation results.

Level 1 - Reaction Evaluation								
ID LIKERT QUESTION								
542 Knowledge of Speaker(s)	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	5	1
548 Quality of Event/Presentation	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	5	1
554 Objectives Met	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	5	1
560 Topic Relevance	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	5	1
847 Overall Rating:	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	5	1
ID MULTIPLE CHOICE QUESTION								
531 Job Title: (Select option)								Respondents
RN/NP	100.0%							1
LVN	0%							
CCP/ACCP	0%							
Physician	0%							
Social Worker	0%							
Respiratory Therapist	0%							
Other (write-in required in comments)	0%							
539 Was a disclosure statement made at the beginning of the program:								1
Yes	100.0%							
No	0%							
ID TEXT ONLY QUESTION				RESPONSES				
566 Feedback for the facilitators:				<ul style="list-style-type: none"> Amazing Program 				
567 What were the strengths of today's session?				<ul style="list-style-type: none"> Learning about Cornerstone 				
568 What opportunities/areas of improvement would you suggest for this session (if any)?				<ul style="list-style-type: none"> More offerings! 				
569 How will you apply the information you learned in this session in your practice?				<ul style="list-style-type: none"> I will know how to take all of my evaluations! 				
858 Additional Comments:				<ul style="list-style-type: none"> I LOVE CORNERSTONE! 				
ID SUPPLEMENTARY TEXT				RESPONSES				
531 If listed "Other", provide job classification:								
Report Criteria								
Training Title:	Nursing Dept Training- Evaluations							
Date From:	11/8/2018							
Date To:	11/8/2018							
Instructor:	None selected							
Locator Number:	None selected							
Session ID:	None selected							
Question ID:	None selected							
Level One Evaluation:	Yes							
Level Two Evaluation:	No							
Level Three Evaluation:	No							