Instructions for viewing the new beta FCQ reporting tool

Go to your campus dashboard:

- Boulder/Cont. Education:  
  [https://public.tableau.com/profile/fcq.office#!/vizhome/FCQ/Boulder](https://public.tableau.com/profile/fcq.office#!/vizhome/FCQ/Boulder)
- Colorado Springs:  
  [https://public.tableau.com/profile/fcq.office#!/vizhome/FCQ/UCCS](https://public.tableau.com/profile/fcq.office#!/vizhome/FCQ/UCCS)
- Denver:  

There are four regions to the dashboard:

1. **Identification bar**

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University of Colorado Boulder

PSYC-1001 ( )

Instructor:
Course: General Psychology
Term: Fall 2017.
College: College of Arts & Sciences.
Department: Psychology.

# Responses: 60
# Enrolled: 74
% Responses: 81.06%
```

- Note: The information displayed will change depending on what filters are selected
- If no filters are selected, the information will reflect numbers across the entire campus
- If an instructor is selected, but no subject filter, it will show the aggregate of all the instructor’s courses.

2. **Filters sidebar**

- Search by term (will only display Fall 2017)
- Search by instructor name (scroll or text entry)
- Search by subject-course number-section (scroll or text entry)
- Rating Key: Color-coded reference key associated with the bar graph
3. Question column

- Questions are grouped by content:
  - Effort-related (item 1)
  - Course-related (items 2-5)
  - Instructor-related (items 6-9)
- Core FCQ questions in the order in which they were asked, plus number of responses and the mean of student responses
- Students are required to answer all questions, though “Not applicable” is an option. “Not applicable” responses do not show up in the results
  - When you see disparities between the number of responses, that is because NA choices are excluded

4. Bar graph

- Displays the distribution of responses and averages
- Percentage of respondents who chose each answer (e.g., 62% selected “2” or “4 to 6 hours”)
- Responses are color-coded—see “Rating Key” in the filter sidebar
- Mean score is displayed in black circle
- Hover over segments of the bar for more information, such as the number of students who selected a particular answer

Rating Key

- 1 - Low
- 2
- 3
- 4
- 5
- 6 - High