

Run a Trainee Evaluation Crosstab Report

1. Login to e*value <https://www.e-value.net/login.cfm>

2. Select the “Reports” tab



3. Under “Evaluation Trainee Reports” select “Trainee Evaluation Crosstab”

Evaluation Trainee Reports

[View Comments about User Group](#)

[Aggregate Comments about Trainees](#)

[Aggregate Trainee Performance](#)

[Aggregate Performance by Trainee Group](#)

[Completed Evaluations about Trainees](#)

[Completed Evaluations by Evaluator](#)

[Evaluation Scores by Question](#)

[Expanded Performance Summary about Trainee](#)

[Formatted Grade Sheet](#)

[Individual Score Comparison to People Group](#)

[Rank Comparison](#)

[Trainee Compliance Audit Log](#)

[Trainee Evaluation Crosstab](#)

[Trainee Grade Summary](#)

4. Update the following filter

a. Indicate desired time frame Start Date and End Date

b. Date type: Time Frame Start Date

c. Evaluation Type: Faculty of Student; Resident of Student (only if you have residents)*

- I. Selecting both evaluation types will generate faculty and resident results in the same report (see last page). To run these reports separately select either “faculty of student” or “resident of student” and follow the same filter steps.

d. Question Group: *Counts

e. Choose the items you wish to display: Subject, Activity (this is further down on the list)*

*Hold down the CTRL button when multi-selecting

Trainee Evaluation Crosstab

Filter Template: {Select a Template} ▼

a Start Date: 05/07/2017 [calendar icon] End Date: 06/13/2018 [calendar icon]

b Date Type: Time Frame Start Date [help icon]

Site Group: {All Site Groups} ▼

Site Filter: [input] {Active Sites} ▼ Filter [help icon]

Site: {All Sites} ▼

Activity Group: {All Activity Groups} ▼

Activity Filter: [input] {Active Activities} ▼ Filter [help icon]

Activity: {All Activities} ▼

c Evaluation Type: Faculty of Student
Intern of Student
Medical Student
Mid Rotation of Student

d Question Group: *Counts

Question: {All Questions} ▼
Evaluation Answers Crosstab 2

Report Header Note: [input area]

Subject Current Rank: {All Ranks} ▼

User Groups: {All Groups} ▼

Last Name Filter: [input] {Active Users} ▼ Filter/Refresh

Subjects: {All Users} ▼

Choose how to display scale answers: Numeric Text Both

e Choose the items you wish to display: {All}
Program Name
Evaluation ID
Subject
Subject User ID
Subject External ID

Save Template Next →

5. Click “Next”

6. A BIRT report will be generated. Click the “export report” icon.

BIRT Report Viewer

Showing page 1 of 1

Evaluation Answers Crosstab

This report provides evaluation results in a crosstab or spreadsheet output. It can be downloaded in various formats.

Evaluation Answers Crosstab 2

		Total nu

7. Select “XLSX” from the dropdown menu

Export Report

Export Format: XLSX

Pages

All pages Current page Pages:

(Enter page number(s) and/or page range(s). For example: 1-6 or 1,3,6)

Fit To

Auto Actual size Fit to whole page

OK Cancel

7. The report lists only faculty of student results. Each student is listed separately by activity and with a count for does not meet (DNM), meets (M) and exceeds (E). To sum the total number of questions please add up all of the DNM, E and M counts per student.

Subject	Activity	Total number of questions answered "DNM- does not meet expectations"	questions answered "M- meets expectations"	questions answered "E- exceeds expectations"
Student 1	Baton Rouge - Nursery/NICU	0	21	0
Student 2	Inpatient - Ochsner Main Campus	0	9	11
Student 2	Clinic - Ochsner Main Campus	0	6	13
Student 3	Clinic/Outpatient - Tulane	0	15	5
Student 4	NICU	0	15	3
Student 4	Well-baby Nursery	0	5	13
Student 4	Inpatient - Tulane	0	8	9

8. You will notice a green mark in the top left corner. Highlight the column and click on the yellow icon. Select "Convert to Number." Do this for all of your DNM, M and E columns so that the values are all converted properly.

Subject	Activity	Total number of questions answered "DNM- does not meet expectations"	questions answered "M- meets expectations"	questions answered "E- exceeds expectations"
Student 1	Baton Rouge - Nursery/NICU	0		
Student 2	Inpatient - Ochsner Main Campus			
Student 2	Clinic - Ochsner Main Campus			
Student 3	Clinic/Outpatient - Tulane			

9. Plug these counts into the **2018 Student Evaluation Conversion** spreadsheet to determine final grades. (DNM=0; M=.77; E=1)

Example: Student 1

$$\text{DNM} = 0 * 0 = 0$$

$$\text{M} = 21 * 0.77 = 16.17$$

$$\text{E} = 0 * 1 = 0$$

$$\text{TOTAL QUESTIONS} = 0 + 21 + 0 = 21$$

$$\text{TOTAL DNM, M, E COUNT} = 0 + 16.17 + 0 = 16.17$$

$$\text{SCORE} = 16.17/21 = 0.77$$

Example: Student 2

$$\text{DNM} = 0 + 0 * 0 = 0$$

$$\text{M} = 9 + 6 * 0.77 = 11.55$$

$$\text{E} = 13 + 11 * 1 = 24$$

$$\text{TOTAL QUESTIONS} = 0 + 0 + 9 + 6 + 11 + 13 = 39$$

$$\text{TOTAL DNM, M, E COUNT} = 0 + 11.55 + 24 = 35.55$$

$$\text{SCORE} = 35.55/39 = 0.91$$

Below is an example of a report with resident of student and faculty of student results. This is generated when both options are selected in the form filter for “evaluation type.” In this report, the first three columns will always be the resident of student results. The last three columns will always be the faculty of student results.

Resident of Student

Faculty of Student

		Resident of Student			Faculty of Student			
		Total number of questions answered	"DNM- "stions answered	"M- ions answered	"E- is answered	"DNM- doe estions answered	"M- rstions answered	"E- exceeds expectations":
Subject	Activity							
Student 1	ObGyn Clerkship				0	6	13	
Student 2	ObGyn Clerkship				0	11	10	
Student 2	Rapides	0	20	0				
Student 3	ObGyn Clerkship				0	13	8	
Student 3	Rapides	1	19	0				
Student 4	ObGyn Clerkship				0	18	0	

Please confirm with your clerkship director regarding the weighing of either evaluation type.