Administrator Topic

Evaluation Preferences

The Evaluation Preferences page enables administrators to set preferences for each evaluation level and define the default Likert scale used for evaluation questions. The Evaluation functionality enables you to create and deploy Level 1 through 3 evaluations for your learners and managers.

Evaluation Availability: With most learning objects (LOs), the evaluation is available to the user after the LO is completed. When an evaluation is used with an event session and not set as required, it is available to the user at the session start time. In the case of a multi-part session, it is available at the session start time of the final part. When an evaluation is used with an event session and set to required, the roster will need to be submitted before the learner can access the evaluation. They will need to be in a 'Pending Evaluation' status to Evaluate.

To manage Evaluation Preferences, go to Admin > Tools > Learning > Learning Preferences > Evaluations.

🔒 Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Evaluation Preferences - Manage	Grants ability to manage Evaluation Preferences, which includes configuring options for each evaluation level and defining the default Likert scale used for evaluation questions. This is an administrator permission.	Learning - Administration
Level 1 Evaluation Administration	Grant Access to create and manage level 1 (reaction) evaluations associated with learning objects. This permission cannot be constrained. This is an administrator permission.	Learning - Administration
Level 1 Evaluations - Manage	Grants ability to create and edit Level 1 (Reaction) learning evaluations that can be associated with learning objects. When viewing Course Console, this permission also grants the ability to view the status of Level 1 Evaluations. This permission works in conjunction with the Level 1 Evaluation Administration, Course Catalog - Update, and Course Catalog - View permissions. This permission cannot be constrained. This is an administrator permission.	Learning - Administration
Level 2 Evaluations - Manage	Grants ability to create and edit Level 2 learning evaluations that can be associated with learning objects. When viewing Course Console, this permission also grants the ability to view the status of Level 2 Evaluations. This permission works in conjunction with the Level 2 Evaluation Administration (knowledge and scored), Course Catalog - Update, and Course Catalog - View permissions. This permission cannot be constrained. This is an administrator permission.	Learning - Administration
Level 2 Knowledge (Non-Scored) Evaluation Administration	Grant Access to create and manage level 2 knowledge (non-scored) evaluations associated with learning objects. This permission cannot be constrained. This is an administrator permission.	Learning - Administration
Level 2 Scored Evaluation Administration	Grant Access to create and manage level 2 (scored) evaluations associated with learning objects. This permission cannot be constrained. This is an administrator permission.	Learning - Administration
Level 3 Evaluation - Manage	Grants ability to create and edit Level 3 (Behavior) learning evaluations that can be associated with learning objects. When viewing Course Console, this permission also grants the ability to view the status of Level 3 Evaluations. This permission works in conjunction with the Level 3 Evaluation Administration, Course Catalog - Update, and Course Catalog - View permissions. This permission cannot be constrained. This is an administrator permission.	Learning - Administration
Level 3 Evaluation Administration	Grant Access to create and manage level 3 (behavior) evaluations associated with learning objects. This permission cannot be constrained. This is an administrator permission.	Learning - Administration

Level 1 (Reaction) Evaluations

1. **Allow level 1 evaluations** - Select this option to enable level 1 evaluations for learning objects. If unchecked, the administrators will not be able to associate level 1 evaluations with learning objects.
   - **Assign default level 1 evaluation to all courses** - Select the learning types for which you want to associate a default evaluation. **Note:** *You can select the specific default evaluation to be associated with each*