

E*Value BSN Clinical Performance Evaluation: TIPS for Students

Fast Facts ...

- **All courses use the same tool.** All practicum courses use the same evaluation tool (same competencies, same rating scale, same everything).
- **Competencies.** A total of 9 performance competencies are evaluated. They are mapped to the *AACN Essentials of Baccalaureate Education for Professional Nursing Practice*. Each competency includes examples of actions and behaviors that demonstrate achievement of the competency.
 - Competencies 1-7 are evaluated using a 1-5 rating scale. A rating of 2, 3, 4, or 5 reflects performance that ranges from D (2) to A (5). A rating of 1 for any competency equals failure (F).
 - Competencies 8-9 are pass/fail.
 - A rating of 1 in any scaled competency and/or a rating of fail in any pass/fail competency results in a final score of 0.
- **Mid-rotation & end-rotation evaluations.** Course faculty will assess your performance near the middle and end of a clinical rotation.
 - The **mid-rotation evaluation** is used to identify your strengths, weaknesses, and opportunities for improvement. The faculty's *mid-rotation evaluation* does not count toward your final grade.
 - The **end-rotation evaluation** is used to assess your overall performance in the clinical component of the course. The faculty's *end-rotation evaluation* does count toward your final grade.
 - **Note:** The end-rotation evaluation accounts for only a portion of your final course grade. Consult the course syllabus to learn how this evaluation is factored into your final course grade.
- **The process (in a nutshell).** These are 4 major steps in the online component of the student evaluation process:
 - ① Faculty complete an evaluation *about you* in E*Value.
 - ② YOU are notified by e-mail that the evaluation was done. FYI, you'll receive 2 nearly identical e-mails (that's hard-coded in E*Value). Use either one to access the evaluation.
 - ③ YOU review the evaluation, add comments, and indicate whether you agree or disagree.
 - ④ Faculty are notified by e-mail that you've entered a comment. Faculty may review your feedback and add final comments, if they see fit.
- **Do I still get to meet with my course faculty?** Yes. The evaluation *process* is conducted online, but it was never intended to replace dialogue between you and your faculty member.

Reviewing an evaluation completed about you ...

- **Find the evaluation you want to review ...**

- There are 2 options you can use to find an evaluation. One uses an e-mail link, the other doesn't.
 - ① **Notification e-mails.** When a faculty member completes an evaluation, you will receive 2 e-mails that generate at the same time (the subject lines are *An evaluation has been completed about you* and *E*Value Additional Evaluation Comments*). Both e-mails include an embedded link that bypasses the E*Value login screen and opens a [Student Evaluation Summary](#) filter screen that you can use to find the evaluation you want to see.
 - ② **Login to E*Value.** Click the [Reports tab > Evaluation Student Reports > Completed Evaluations about Students](#). That action will open a filter screen you can use to narrow your search.
- **Select an Evaluation Type.** From the filter screen, select either [Faculty of Student Mid Rotation](#) or [Faculty of Student End Rotation](#) (whichever applies).
- **Click Next.** This action opens a [Student Evaluation Summary](#) table that shows evaluations completed about you.
- **Select the evaluation you want to see.** Click the [View Evaluation](#) link to open the evaluation.

- **Review, comment, agree/disagree ...**

- **Review the evaluation.** Scroll down to see the faculty's competency ratings and comments.
- **Add your comments.** Enter your comments in the box at the bottom of the form. Be sure to indicate whether you agree or disagree with the faculty's ratings, and click [Save My Comment](#) (that action generates an e-mail to the faculty).
- **Agree/Disagree.** Scroll back to the top of the form. Click [Agree](#) or [Disagree](#), and click [Submit](#) (leave the text box blank).

- **Just so you know ...**

- **Why should I review an evaluation about me?** It's *your* evaluation, so take a few moments to review it and provide your feedback. The faculty expect you to do this, so pay attention to the e-mail alerts you receive, and ALWAYS take advantage of the opportunity to review the faculty's assessment of your performance.
- **What if I disagree?** If you don't agree with the faculty's assessment, enter your feedback in the comments box at the bottom of the form (don't forget to click the radio button at the top of the form, too). You can also contact your faculty member directly to discuss your concerns.
- **What if there's an error on my evaluation?** If you find an error (eg, a question was skipped), contact your faculty member.
- **I clicked [Evaluations > Complete Pending Evaluations](#), and there's nothing there.** That's because you have a evaluation to review, not an evaluation to complete.
- **I clicked [Reports > Evaluation Student Reports > My Performance by Course/Rotation](#) and I couldn't find a way to 'accept' the evaluation.** That's because you used the wrong pathway to find the evaluation. The correct pathway is [Reports > Evaluation Student Reports > Completed Evaluations About Students](#). This will open a filter screen you can use to narrow your search.