Navigation in Evasys for Course Instructors

You can access the entry page while **within the university network** via the following link:

https://eval2.univie.ac.at:8443

For safety reasons access is only possible within the university network. If you want to access the data from **outside the university**, you first need to go to https://univpn.univie.ac.at/ to set up a VPN-connection.

You can then select the semester ①, in which an evaluation is available.

The reports are also available in English ② (from summer semester 2019). (The students' comments are not translated).

Course instructors can add comments to current reports that are available. These comments can be seen by the responsible Directorate of Studies, deans and by (Vice-)rectors.

First you need to follow the link: https://eval2.univie.ac.at
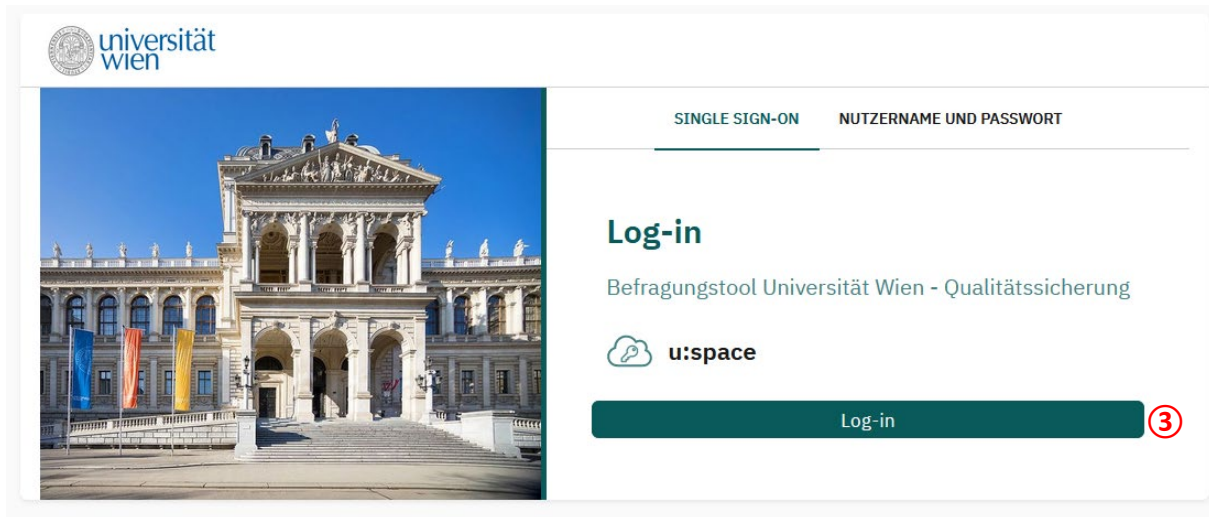
Choose "Log-in" and register with the access data of your u:account. ③.

In the side menu **"Zentrale Evaluation"** you can choose between

- ④ **"Meine Umfragen"** ("My Surveys") (Analyses of the current and previous semesters can be found under "My surveys")
- ⑤ **"Archiv"** ("Archive") (You can call up analyses from previous semesters in the "Archive")

Course instructors can add **comments** ⑥ to current reports that are available. These comments can be seen by the responsible Directorate of Studies, deans and by (Vice-)rectors.
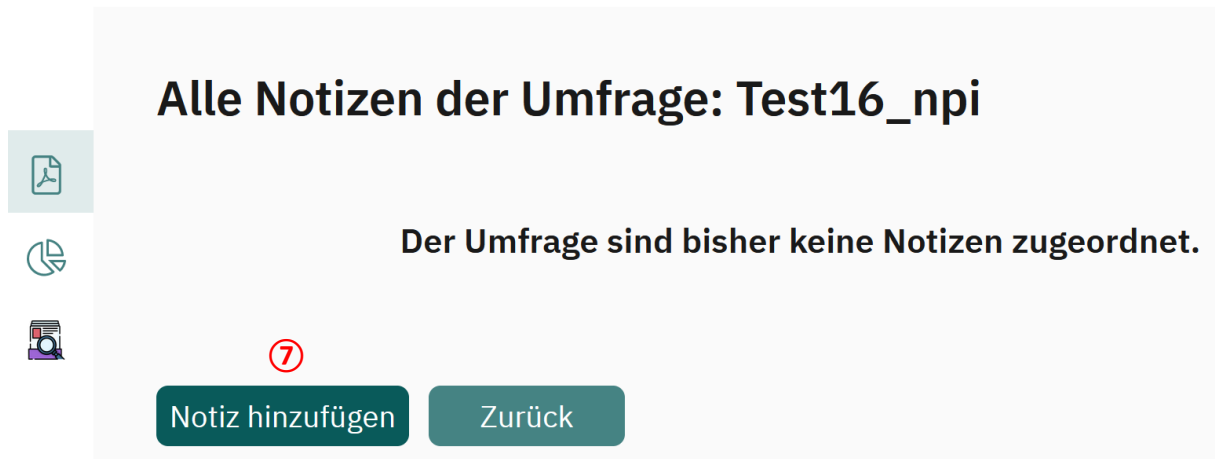
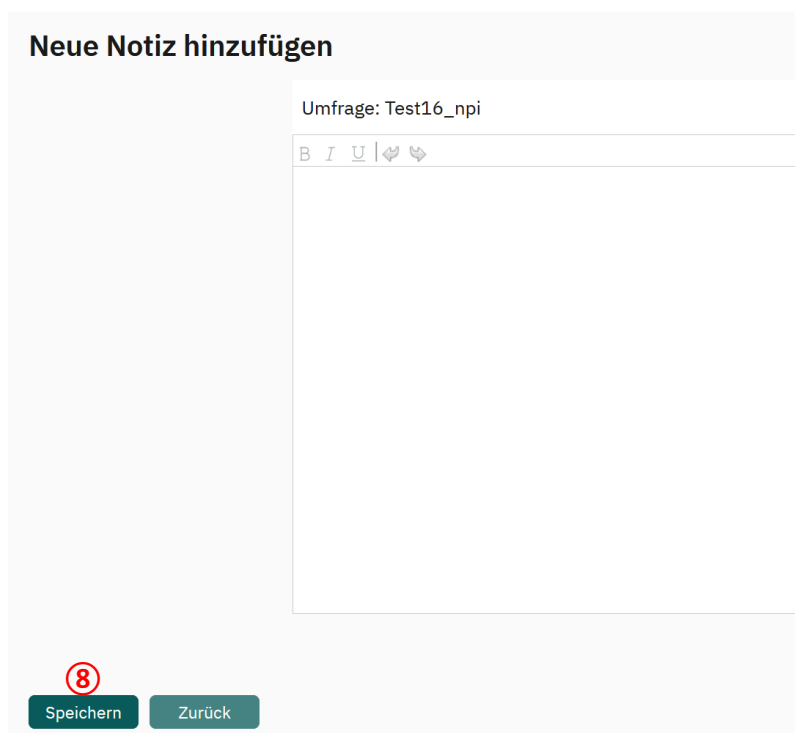To add a comment, click on the symbol **"Edit/show notes**". ⑥

Alle Notizen der Umfrage: Test16_npi

Der Umfrage sind bisher keine Notizen zugeordnet.

⑦

Notiz hinzufügen   Zurück

Then click on **"Notiz hinzufügen"** ("Add Note"). ⑦

After writing your comment, click on **„Speichern"** to save it. ⑧

Neue Notiz hinzufügen

Umfrage: Test16_npi

B I U | ⤺ ⤻

⑧
Speichern   Zurück

Should you have any further questions please don't hesitate to contact us directly!

Erik Stuible (DW 18003), Stefanie Wachter (DW 18011) und Simone Kostenzer (DW 18001)