View Course Evaluation

1. Logon to my.commnet.edu.

2. Login using your NetID.

NetID: Faculty/staff: BannerID@mxcc.commnet.edu
Example:
00689764@mxcc.commnet.edu

Password: The same password to log on to a campus computer at any of 12 community colleges.

Never logged on? Use the initial password!

First 3 letters of birth month (capitalize the first letter), &, and last four digits of your social security number.

For example, if you are born in April and the last four digits of your social security number are 4575, then your initial password is Apr&4575 (case sensitive).

After using the initial password, you must create new password. The new password MUST have 8 or more characters and satisfy 3 of the 4 rules as follows:

- Upper case
- Lower case
- Numbers
- Special characters

One example of a new password is “Flower14” (case sensitive). Remember; do not use your name or birthday in the new password.

Click here for more information about NetID and password.

3. Click on the Banner Self-Service icon at upper right corner of the screen. Or click on the Faculty Self - Service System link under Faculty and Advisor Self-Service channel.
4. Click on Middlesex Community College.

5. Click on FACULTY/ADVISOR SERVICES.
6. Click on **Term Selection**. Select the term such as “**Summer 2015**” and click on **Submit**.

7. Click on **CRN Selection**, select the CRN of your course and click on **Submit**.

8. Click on **Faculty Detail Schedule** tab.
9. Faculty Detail Schedule will provide you with a list of information including the registration period for the course, the course information, enrollment status, location of the course, and can link you to your course roster.

10. Click on Course Evaluation Report.

In the evaluation report, you will see the number of students who have completed the evaluation. After the evaluation link has become inactive and academic dean has turned on the evaluation result, you will see more detailed results such as ratings in all questions and comments from students.

**Course Evaluation Reporting**