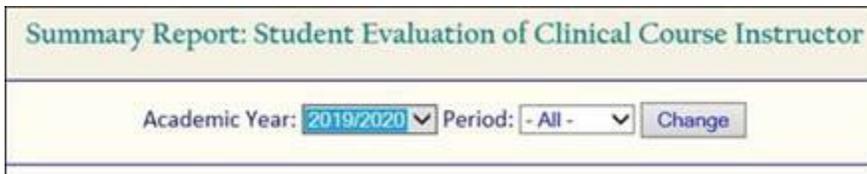


Faculty Instructions to Access Student Evaluations in Meditrek

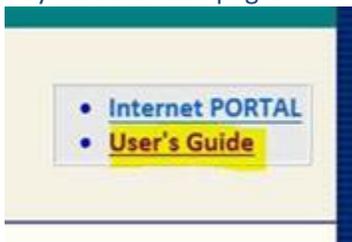
1. After logging in to Meditrek at www.meditrek.com you should click the “Your Summary of Evaluations by Students” link on your Welcome page:



2. Depending on your access level (e.g. you were a Course Director or if you taught both Didactic and Clinical Courses), you will either be taken directly to your current report or you will have multiple links to choose from. The link(s) will take you to the current academic year.
3. If you have evaluation data you wish to view from previous years, at the top of the page you can select the “Academic Year” and “Period” you wish to view (e.g. Fall, Spring or Summer Semesters) and click “Change.”



4. [The User's Guide is at the bottom of the reports page and explains the report.](#)
5. Unrelated to this report, there is a brief [User's Guide for faculty](#) available online that provides general information about the Meditrek system. You can find the link on the upper-right corner of your Welcome page:



6. If you have any difficulties logging in, or if you have any questions about using Meditrek which are not answered by the User's Guide, please do not hesitate to contact Meditrek Support. They can be reached at support@meditrek.info or (215) 337-9080.