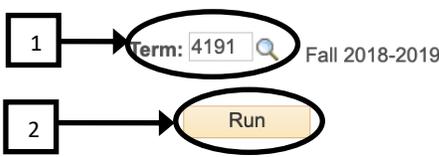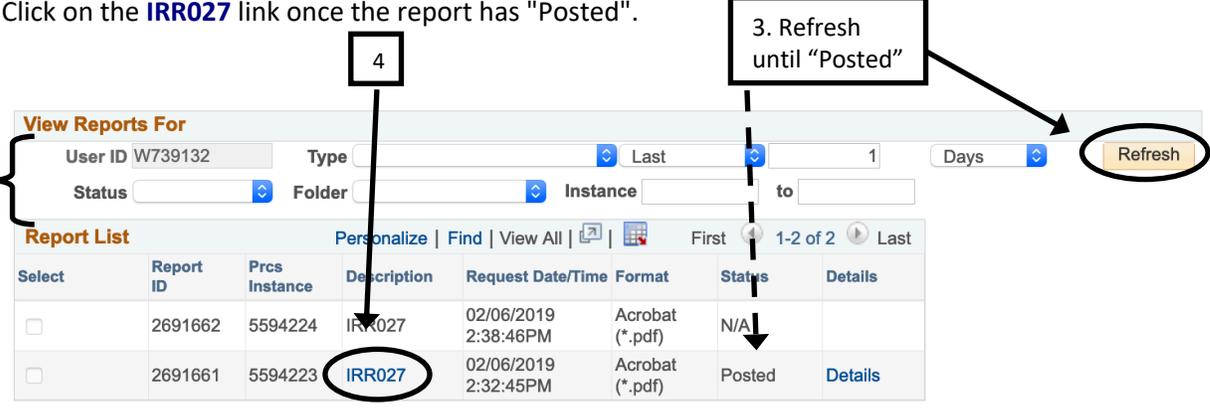# Course Evaluations

Navigation: Compass > Navigator > Self Service > USM Self Service > SS > Print Course Evaluations

1.	Enter the term code for the term you are running the evaluations. 　4201 – Fall 2019　　4205 – Spring 2020　　4208 – Summer 2020 　4211 – Fall 2020　　4215 – Spring 2021　　4218 – Summer 2021 　4221 – Fall 2021　　4225 – Spring 2022　　4228 – Summer 2022
2.	Click the **Run** button. Enter the term for the report and then click on the RUN button **1** → Term: 4191 🔍 Fall 2018-2019 **2** → Run
3.	Click the **Refresh** button until "Posted" appears in the Status Column. NOTE: When running this report, your fields in the "View Reports For" area should appear just like this example.
4. See #3 Note	Click on the **IRR027** link once the report has "Posted". **4**　　　3. Refresh until "Posted" **View Reports For** User ID W739132　Type [　] Last [　] 1 Days [　]　Refresh Status [　] Folder [　] Instance [　] to [　] **Report List**　Personalize | Find | View All | 🔲 | 🔳　First ◀ 1-2 of 2 ▶ Last | Select	Report ID	Prcs Instance	Description	Request Date/Time	Format	Status	Details
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☐	2691662	5594224	IRR027	02/06/2019 2:38:46PM	Acrobat (*.pdf)	N/A	
☐	2691661	5594223	IRR027	02/06/2019 2:32:45PM	Acrobat (*.pdf)	Posted	Details	
5.	A new window will pop up so turn OFF ALL pop-up blockers. 　　　　　　The University of Southern Mississippi Report ID: IRR027　　　　Student Course Evaluations Term: Course: S Total number of students enrolled:　23 Total number of students responding:　17 The Grade that I expect in this class is:　A　　11　　64.7% 　　　　　　　　　　　　　　　　　　　　B　　 6　　35.3%