


HOW TO ENTER FEEDBACK FOR STUDENTS

1. Log onto your portal <https://myportal.mtsac.edu/cp/home/displaylogin>
2. Click on the Faculty Tab
3. Under “Faculty Self Service” section select “Refer Students to Tutoring or Counseling”
4. You will see a list of your courses that require feed back. Click on “Provide Feedback”

Refer Students to Tutoring or Counseling

 [See instructions on how to "refer students to tutoring"](#)

List of Courses requiring your Feedback

Select to Enter Feedback	Description	Term	CRN	Course	Registered Students	Number of Monitored Students	Monitored Students that Need Feedback
Provide Feedback between Feb 23, 2015 and Jun 14, 2015	Spring 2015	Spring 2015(201440)	43241	Career-Life Planning - COUN 5-01	36	8	8

5. All student athletes will be at the top of your roster marked as “Monitored”

****If the number of students differs from the number shown on your roster it is because students that should have been Monitored may have dropped the course.****

Faculty Feedback Roster


Mar 13, 2015 04:05 pm

Course Information

[Career/Life Planning - COUN 5 01](#)

CRN: 43241

Students Registered: 36

 Please submit your feedback often. There is a 30 minute time limit starting at 04:05 pm on Mar 13, 2015 for this page.

Record Sets: [1 - 25](#) [26 - 36](#)

Faculty Feedback Period from Feb 23, 2015 To Jun 14, 2015

Show/Hide	Record Number	Student Name	ID	Faculty Feedback Status	Estimated Grade
▶	1	Ball, Jhaylen M.		Monitored	None ▼
▶	2	Brenner, Jordan M.		Monitored	None ▼
▶	3	Cisneros, Allegra M.		Monitored	None ▼
▶	4	Gillespie, Cravon T.		Monitored	None ▼
▶	5	McLean, Chris		Monitored	None ▼
▶	6	Rehrer, Jacob P.		Monitored	None ▼
▶	7	Aldana, Tara M.		Optional	None ▼
▶	8	Alonzo, Jorge I.		Optional	None ▼
▶	9	Brown, Zachary D.		Optional	None ▼

- Click the “▶” on “Show/Hide” column to display the Feedback content.
- Enter the Estimated Grade and Feedback for each “monitored” student athletes and click “Submit” at the bottom of the page.

Course Information

Career/Life Planning - COUN 5 01

CRN: 43241

Students Registered: 36

⚠ Please submit your feedback often. There is a 30 minute time limit starting at 04:05 pm on Mar 13, 2015 for this page.

Record Sets: 1 - 25 26 - 36

Faculty Feedback Period from Feb 23, 2015 To Jun 14, 2015

Show/Hide	Record Number	Student Name	ID	Faculty Feedback Status	Estimated Grade
▼	1	Ball, Jhaylen M.		Monitored	D ▼
<div> <div>Select any issues that apply</div> <div> <input type="checkbox"/> Academic Counseling <input type="checkbox"/> Behavior Issues <input type="checkbox"/> Career Counseling <input type="checkbox"/> Foundational Concepts - Math <input type="checkbox"/> Foundational Concepts - Writing <input checked="" type="checkbox"/> Incomplete Homework <input type="checkbox"/> Low Attendance <input type="checkbox"/> Low Test Score <input type="checkbox"/> Material Review <input checked="" type="checkbox"/> Missing Course Materials <input type="checkbox"/> None <input type="checkbox"/> Personal Counseling </div> </div> <div> <div>Offer one or more recommendations</div> <div> <input type="checkbox"/> Visit the American Language (AMLA) Tutoring Center <input type="checkbox"/> Visit the Counseling Center <input type="checkbox"/> Visit the EOPS Tutoring Center <input type="checkbox"/> Visit the Learning Assistance Center (LAC) <input type="checkbox"/> Visit the Math Activities Resource Center (MARC) <input type="checkbox"/> Visit the Speech and Sign Success Center (SSSC) <input type="checkbox"/> Visit the Transfer-Math Activities Resource Center (T-MARC) <input checked="" type="checkbox"/> Visit the WIN Program <input type="checkbox"/> Visit the Writing Center </div> </div> <div> Enter Comments: <input type="text" value="Bring books to class every meeting"/> </div>					
▶	2	Brenner, Jordan M.		Monitored	None ▼
▶	3	Cisneros, Allegra M.		Monitored	None ▼

Submit

Reset


8. You should notice the status changed to "Completed"

Course Information

Career/Life Planning - COUN 5 01

CRN: 43241

Students Registered: 36

 Please submit your feedback often. There is a 30 minute time limit starting at 04:16 pm on Mar 13, 2015 for this page.

Record Sets: [1 - 25](#) [26 - 36](#)

Faculty Feedback Period from Feb 23, 2015 To Jun 14, 2015

Show/Hide	Record Number	Student Name	ID	Faculty Feedback Status	Estimated Grade
►	1	Ball, Jhaylen M.		Completed	D ▼
▼	2	Brenner, Jordan M.		Completed	A ▼

Enter Comments:

Jordan is doing great!