Faculty can retrieve copies of their IDEA reports from the online dashboard here: https://angelo.campuslabs.com/faculty

IMPORTANT: Use Google Chrome or Mozilla Firefox web browsers

The FIRST page and Qualitative Comments of the printed report contain the information you need to submit for end-of-term evaluations and your tenure/promotion portfolio. Please do not attach any additional pages.

**STEP 1:** Sign in with your ASU ID and password. https://angelo.campuslabs.com/faculty

**STEP 2:**
A) **Select term** from the drop down menu.
B) Click **View Results** under Course Evaluations.

**STEP 3:** Click **Print Reports** above response rate. A printer-friendly version will open in a new browser window.
STEP 4:

A) Print page 1

B) Print ALL qualitative comments.

STEP 5: Repeat steps 1-4 for each course taught.

Please confer with your chair or dean for additional requirements specific to your department or college.