

# Co-Op Student Evaluation System

## TEAM CHAR C = 5

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### Motivation & Background

The Office of Cooperative Education and Career Services (OCECS) previously sponsored a senior project for an online co-op evaluation system for employers of RIT co-op students. As a natural progression, they wanted to extend the system to encompass student evaluations as well. This new system would allow for:

- Students to easily submit co-op evaluations online, removing the need for paper copies to be mailed to the departments.
- Easier and faster access to the co-op evaluations by the OCECS.
- Faster, more reliable access to the co-op evaluations by individual departments.

**Analysis Report Results**

Below are the results of your analysis report. [More Help]

View Data

**Report on colleges: Computing and Information Sciences Quarters: 2005I**

Question	Level Of Opportunity				Academic Preparation				Experience		
	Mean	Median	Lowest	Highest	Mean	Median	Lowest	Highest	Percent		
Experiments & Analysis	2.5	2.5	1.0	4.0	2	2.5	2.5	1.0	4.0	2	0.0
Design a System	2.5	2.5	1.0	4.0	2	2.5	2.5	1.0	4.0	2	0.0
Team Environment	0.5	0.5									
Diversity	2.5	2.5									
Written Communication	2.0	2.0									
Oral Communication	2.0	2.0									
Learn New Skills/Abilities	2.0	2.0									
Modern Techniques	2.0	2.0									
Contemporary Issues	0.5	0.5									
Math, Science, & Engineering	1.0	1.0									

**View Work Report Notification Email**

The following is a sample email representing what a student will receive from this system. The contents of this email are customizable on a per-department basis through the Office of Cooperative Education and Career Services. [More Help]

Dear John Doe,

This is a "VSE" email. You have pending work reports for the following co-op assignment(s):  
 Job: 24144 - Task Engineer  
 RIT Quarter: 2005I  
 Company: IBM - Test Company

Please visit this site to complete the evaluation: <http://webapp1.rit.edu/student>

Figure 1: (A) An example of analysis report results. (B) Viewing a notification e-mail template.

### Process

Our process:

- Was a tailored, agile, incremental process
- Allowed for constant feedback from stakeholders
- Allowed for a highly adaptable development process

### Iterations

The project consisted of four major iterations. These were:

- Iteration 1** – Complete student view and e-mail system.
- Iteration 2** – Polish student view based on feedback. Add dynamic form editing.
- Iteration 3** – Report generation for student forms.
- Iteration 4** – Testing in preparation for final launch.

### Benefits

The new extended online co-op evaluation system provides one central place where students, employers, academic departments, and OCECS can access all relevant information pertaining to student and employer co-op evaluations. Some of the main features are:

#### Students

- Easily get overview of all submitted, saved, and pending student and employer evaluations (Figure 4).
- Complete and submit evaluations online — no mailing paper evaluations (Figure 4).
- Save incomplete evaluations online to be finished later.
- E-mail notification for upcoming evaluations (Figure 1).

#### Employers

- Complete and submit evaluations online — no mailing paper evaluations (Figure 4).
- Save incomplete evaluations online to be finished later.

#### Academic Departments

- Faster, more accurate access to submitted student evaluations.
- Access to full reporting on both student and employer evaluations (Figure 1).

#### OCECS / Administrators

- Easier access to student evaluations (previously had to go through the departments for access).
- More integrated view for student and employer reports (Figure 4).

**Submitted/Pending Evaluations**

Below are submitted evaluations forms for the student you specified. (Click on a submit header to see on that column.)

Student Name	Department	Quarter	Job Title	Company Name	Location	Work Report		Work Report Approved
						Submitted	Employer Evaluation	
Doi, John	VSEEN	2005I	Emp SBI	Software	Acme	Submitted	Submitted	Approved by abc1234 on 4/11/05
Doi, Jane	VSEEN	2005I	Emp SBI	Software	Acme	Pending	Pending	Pending Approval
Doi, Carl	VSEEN	2005I	Emp SBI	Software	Char C	Pending	Pending	Pending Approval
Doi, Eric	VSEEN	2005I	Emp SBI	Software	Acme	Pending	Pending	Pending Approval
Doi, Mark	VSEEN	2005I	Emp SBI	Software	Acme	Pending	Pending	Pending Approval
Doi, Jennifer	VSEEN	2005I	Emp DEB	Software	OCECS	In Progress	Submitted	Pending Approval - Resubmitted after rejection by abc1234 on 4/11/05
Doi, Erica	VSEEN	2005I	Sen Project	Software	Char C	In Progress	Submitted	Pending Approval
Doi, Laurel	VSEEN	2005I	Emp DEB	Software	Char C	Submitted	Submitted	Approved by abc1234 on 4/14/05
Doi, James	VSEEN	2005I	Emp SBI	Software	Acme	Pending	Pending	Pending Approval
Doi, Alfred	VSEEN	2005I	Sen Project	Software	Char C	In Progress	Pending	Approved by abc1234 on 4/17/05

### Requirements Changes

Because this system involves many different departments across RIT, we knew that it would be near impossible to flesh out all of the requirements during a traditional up-front design phase. As expected, the requirements did change often throughout the development of the system. From minor changes to the UI to major changes in the way evaluation forms are structured, our iterative process let us handle them all with less pain and effort than would have resulted from a more traditional, up-front process.

The chart shown below shows the requirements changes, broken up by status, for the duration of the project (Figure 3).

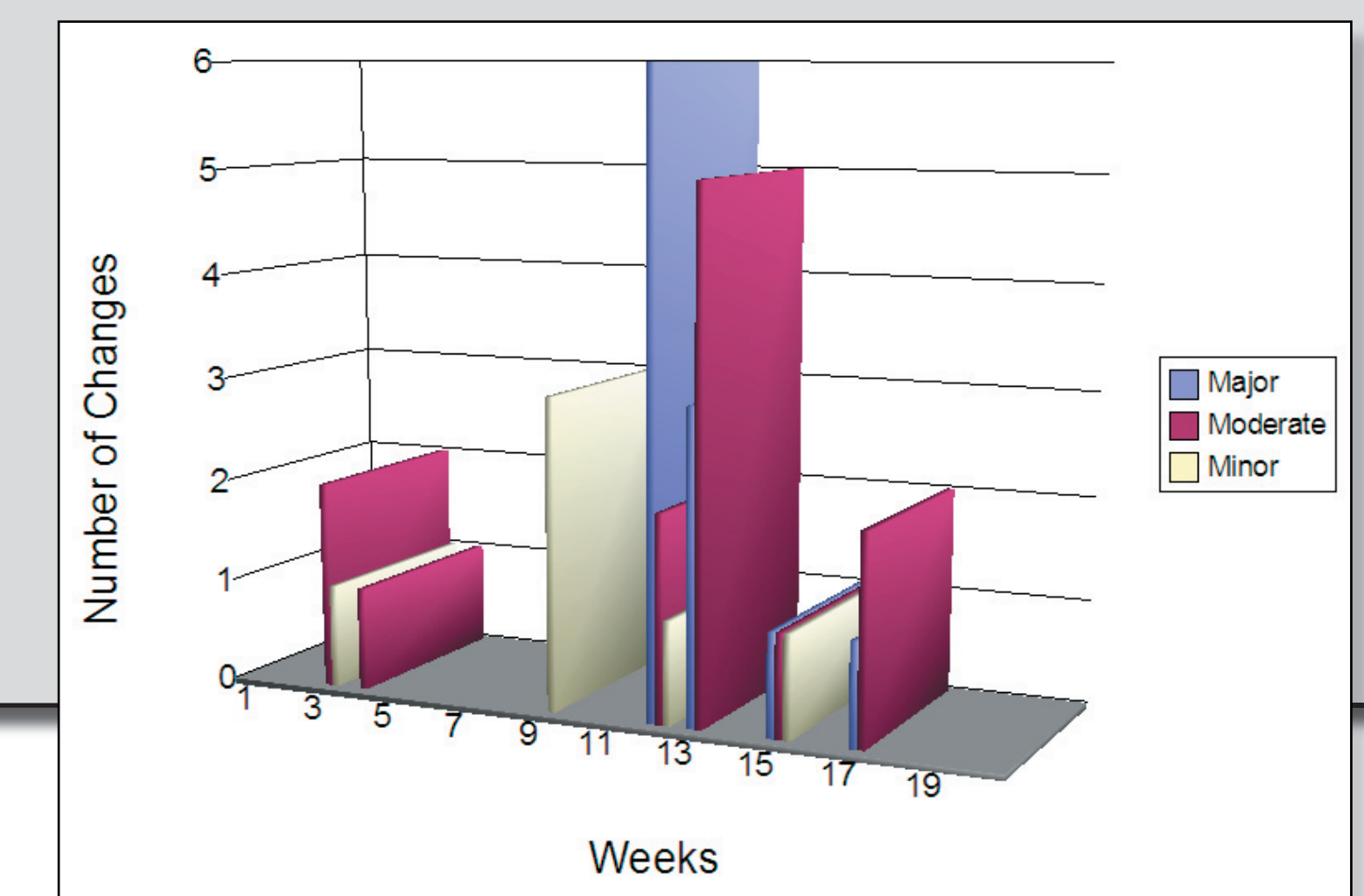


Figure 3: Requirements Changes Chart

**Student Information**

Name: John Doe  
 Email: john@demo.com  
 Department: VSEEN

**Co-Op Information**

Company Name: Char C Software  
 Company Phone #: (585) 555-5555  
 Location: Rochester, NY  
 Job Title: Software Developer  
 Quarter: 2005I

**All of the questions on this form are required.**  
 However, you may fill out part of the form, save it, and come back to finish it later.  
 (Click here for help)

**General Information**

Which co-op block is this for you? (eg. 1, 2, 3, 4 or 5)  
 Start Date (MM/DD/YYYY):

**Student Form Management**

**Initialize New Quarter**

Use this section to set all departments in the specified quarter to use the previous quarter. (Note: If the entered quarter already exists, this will remove any changes that are in the queue.)  
 Last Quarter initialized: 2005I

**Set Student Forms**

Use this section to designate existing forms for colleges and departments.  
 (More Help)

College: Applied Science and Techno  
 Department: Environmental Manag  
 Quarter: Current Form: None

**Existing Student Form**

78 - Student Form 2005I

**Overview**

**Doi, John**  
 Graduation Year: 2005

**You have 1 form to complete.**  
 Please complete and submit any work reports below listed as 'Pending' or 'In Progress'.  
 (Click here for help)

**Char C Software (2005I)**

Co-Op Number: 1  
 Job Type: Sen Project  
 Job Title: Software Developer  
 Work Report: In Progress - Saved 4/17/05  
 Email: Confirmation Sent On 4/11/05  
 Approval: Pending Approval  
 Employer Eval: In Progress - Saved 4/17/05

Figure 4: (A) An example evaluation form. (B) Student form management. (C) The student overview page.