How to Complete Evaluations on E*Value

Login to E*Value –

https://ca.e-value.net/login.cfm

To create your login & password:

Click the “Forget Password” link.

On the next screen enter the security word as it appears on the screen.

Enter your email address and click "Request Login".

- Make sure the email you enter is the one we have on file for you. If you have not provided your email to the OEE previously, please send it to phar.oe@ubc.ca so we can add it. Once it is added, you will be able to create a login.

- Once your login is created, you will be sent an email which will contain a link. Clicking on the link will automatically log you in and take you to the Password Change screen. The link will only be good for 24 hours.

Evaluations on E*Value

Click on the Evaluations tile

To Complete an evaluation click on Evaluations tile > Evaluation Management

Click on Complete evaluations, if there are no evluations listed then click on ‘Initiate Ad hoc Evaluations’
Evaluation #1 - Practice Educator Evaluation of the Student

Fill out the information from each section:

- Select an Evaluation type: Choose Evaluation of student or program evaluation based on the course (i.e. 171,469,271,272,479 or 489) Mid or Final Evaluation for Practice Educator Evaluation of the Student
- Choose who you would like to evaluate (student name)
- Choose the course rotation
- Choose your site
- Choose your time frame (e.g. duration of practicum)
- Click NEXT

The Evaluation will generate for the Preceptor to complete – Any selection that is noted as Unsatisfactory will prompt you to complete a comment.

Click SUBMIT at the bottom:
Viewing your Evaluations:

To review what you have submitted: Click Reports Tile > Completed Evaluations By Me

Evaluation #2 - Practice Educator Evaluation of the Program & Activities

Click on Complete evaluations, if there are no evaluations listed then click on ‘Initiate Ad hoc Evaluations’

Fill out the information from each section:
- Choose Practice Educator Evaluation of the Program & Activities from Evaluation Type
- Select the Course, Site and Time Frame
- Click NEXT at the bottom
Complete the Evaluation and click ‘Submit’