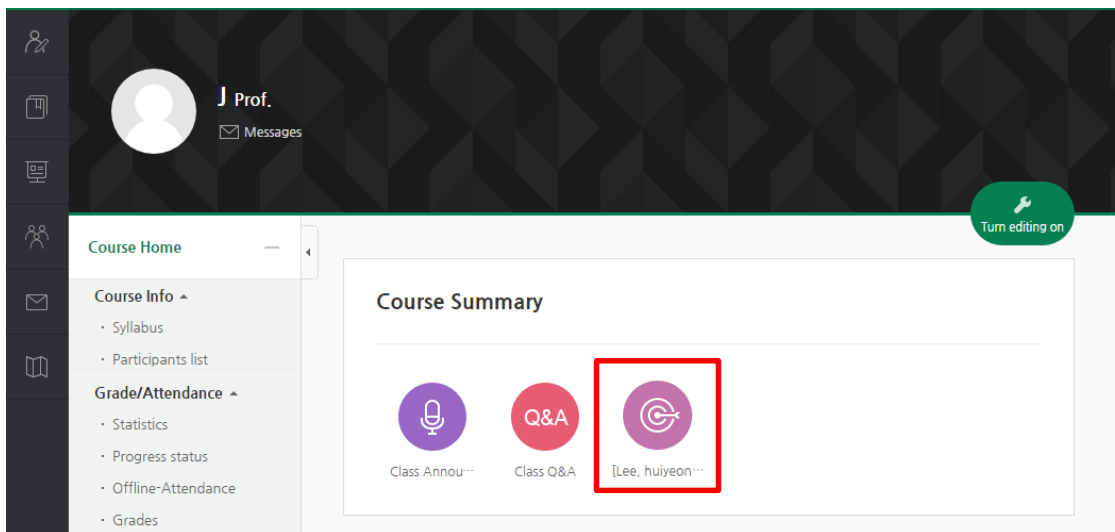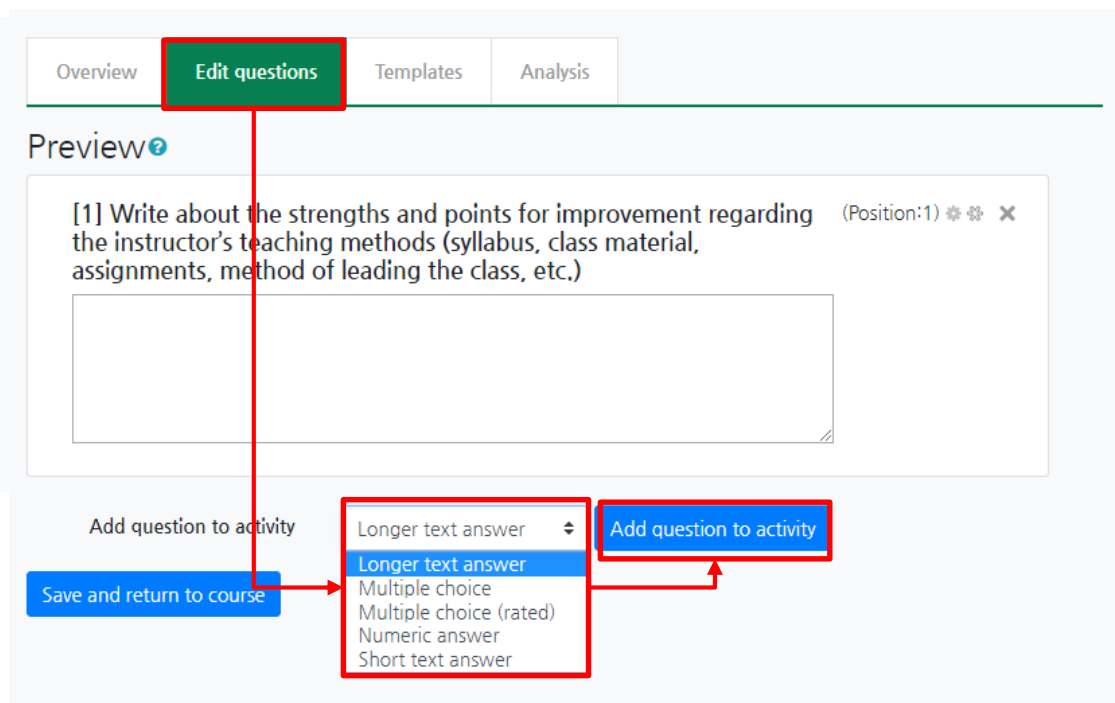# 1. Adding the Mid-term Course Evaluation Questions

1. In the main activity, click on the icon "**Midterm Course Evaluation**".
   (In case of team-teaching, when there are and less 4 instructors, evaluations will be conducted for each instructor.)

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2. Once in the Midterm Evaluation section, select the tab, "**Edit Questions**".
   Add a new question after checking all the other questions. At the bottom of the screen, select the type of question from the pull-down list and click on the button "**Add question to activity**".

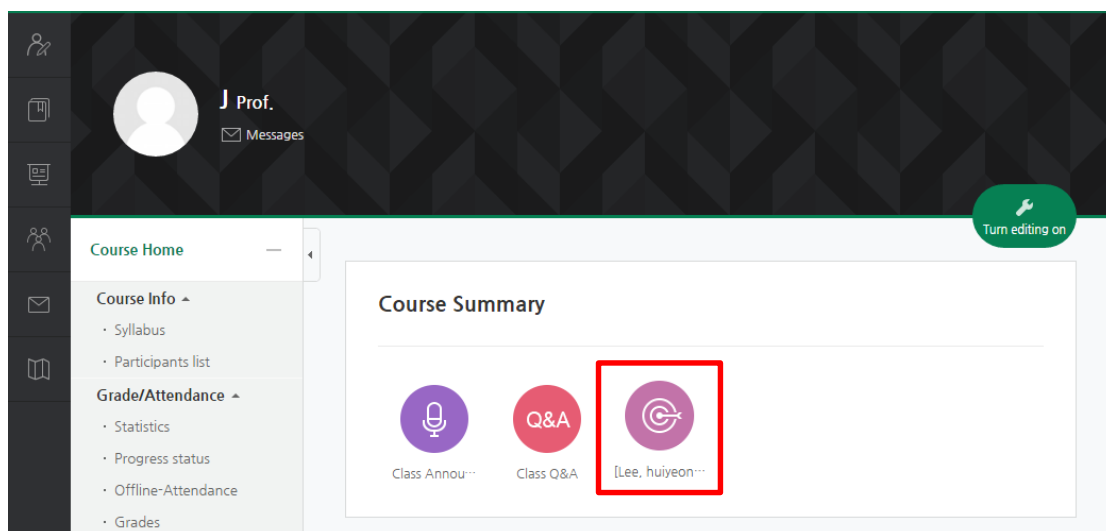# 1. Adding the Mid-term Course Evaluation Questions

3. After adding the problem, Using the icons on the right of each question, the question can be edited or deleted.

4. Once registering all questions, press the button "**Save and return to course**".

2. Checking the Results of Mid-term Course Evaluation

1. To check the results of the course evaluation, click on the "[Name of professor] Midterm Evaluation" icon in the main activity.

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2. Click the "**Analysis**" tab to see the analysis results. If you press the "**Export to Excel**", you may see current status through the excel program.
   In case of team-teaching, They can see their own result as well.