DIRECTIONS FOR PRINTING STUDENT OPINION REPORTS (SORs)

(1) Log into the IOTA website at: https://brookdale.mce.cc
You will be prompted for your Brookdale NetID Username (e.g., jdoe@brookdalecc.edu)
and Password.

(2) Select "Recent (6 mo)" on the Black Banner

(3) Select the Term and Course Section You Want

Evaluation Session
▶ Spring 2019 11-Week
▶ Spring 2019 11-Week (Distance Education)
▶ Spring 2019 15-Week
▶ Spring 2019 15-Week (Distance Education)
▶ Fall 2018 15-Week
▶ Fall 2018 15-Week (Distance Education)
▶ Fall 2018 11-Week
▶ Fall 2018 11-Week (Distance Education)

The Evaluation Session refers to both the Session length and instructional modality (e.g., Spring 2019 15-Week [Distance Education]).

Select the Session you are interested in by clicking on the small triangle / arrowhead next to the name of the session. All available courses will be listed. Double Click on the **Course Code** for the course you want to print. This will generate a Benchmark Report.

(4) Print the Standard SOR Report.

Click on the **Viewing/Printing Options** pull-down menu in the upper right corner of the screen.

Select **SOR Reports**. It may take a few seconds for the report to generate.

In Firefox: Click on ☰ in the upper right hand corner and select Print

In Internet Explorer: Right-Click anywhere on the report and select **Print** OR click on ⚙ in the upper right hand corner

In Microsoft Edge: Right-Click anywhere on the report and select **Print** OR click on ⋯ in in the upper right hand corner

In Chrome: Right-Click anywhere on the report and select **Print** OR click on ⋮ in the upper right hand corner