

## 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](mailto: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 2021 15-Week DE
▶ Spring 2021 7-Week B DE
▶ Spring 2021 11-Week DE
▶ Spring 2021 11-Week
▶ Spring 2021 15-Week
▶ Spring 2021 3-Week C
▶ Spring 2021 3-Week B

The Evaluation Session refers to both the Session length and instructional modality (e.g., Spring 2021 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 Results**. 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 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