Opting Out Course Sections

Visit the GatorEvals central portal via - https://my-ufl.bluera.com or via the legacy link https://ufl.bluera.com/ufl/. The legacy link will redirect for the first year starting in Spring 2025 and not redirect after Fall 2025.

Few things to note before opting out courses

All courses taught by a faculty member, adjunct, and graduate assistant must be evaluated by students using GatorEvals.

But you could opt-out courses for the following reasons:
1. Courses involving individual instruction such as independent study, internship, practicums, thesis and dissertation supervision etc. Typically, these courses are not evaluated.
2. Courses or class sections involving types of instruction that occur outside of traditional classroom and/or laboratory settings for which the assessment questions would not be appropriate; and
3. Class sections for which the number of possible respondents to the instrument is so small as to make the results of limited statistical usefulness, such as any course where the number enrolled is less than 5.

You may read more about GatorEvals Policies and Procedures.

To opt-out for a single course section, you may click on "Review and Publish the data assigned to you..." under "My Active Tasks"

Review and Publish the data assigned to you for Spring 2025 DIG Main Project TEST
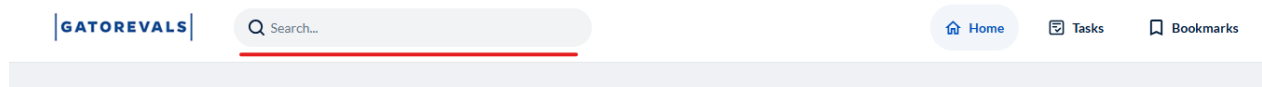
Data Integrity Gateway

● Open   2025   Spring

Ends on
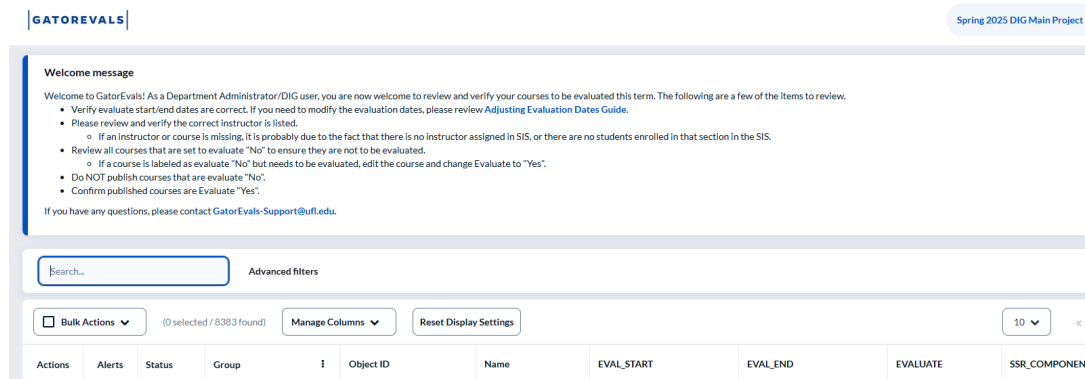2025-06-27

View   ···

View all tasks (1) →

OR you can type in "Review and publish" in the upper search bar of the page.

|GATOREVALS| 🔍 Search...   ⌂ Home   🗐 Tasks   🔖 Bookmarks

On the new page, locate the course or section.

|GATOREVALS| Spring 2025 DIG Main Project

Welcome message

Welcome to GatorEvals! As a Department Administrator/DIG user, you are now welcome to review and verify your courses to be evaluated this term. The following are a few of the items to review.
- Verify evaluate start/end dates are correct. If you need to modify the evaluation dates, please review **Adjusting Evaluation Dates Guide.**
- Please review and verify the correct instructor is listed.
  - If an instructor or course is missing, it is probably due to the fact that there is no instructor assigned in SIS, or there are no students enrolled in that section in the SIS.
- Review all courses that are set to evaluate "No" to ensure they are not to be evaluated.
  - If a course is labeled as evaluate "No" but needs to be evaluated, edit the course and change Evaluate to "Yes".
- Do NOT publish courses that are evaluate "No".
- Confirm published courses are Evaluate "Yes".

If you have any questions, please contact **GatorEvals-Support@ufl.edu.**

| Search... | Advanced filters |

| ☐ Bulk Actions ⌄ | (0 selected / 8383 found) | Manage Columns ⌄ | Reset Display Settings | | 10 ⌄ | « |

Actions	Alerts	Status	Group	⋮	Object ID	Name	EVAL_START	EVAL_END	EVALUATE	SSR_COMPONEN

Click on the Evaluate field row for the corresponding course or section.

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		Search...			Advanced filters				

	Bulk Actions ⌄	(0 selected / 62 found)	Manage Columns ⌄	Reset Display Settings					

Actions	Alerts	Status	Group	⋮	Object ID	Name	EVAL_START	EVAL_END	EVALUATE

Change the value to "No" for that particular course section.

Save your changes.

To opt-out multiple course sections, select each and click on "Bulk Actions"

				Group	⋮	Object ID	Name

Bulk Actions ⌃   (3 selected / 62 found)   **Manage Columns** ⌄   **Reset Display Settings**

	Group	⋮	Object ID	Name
Edit courses fields	Instructors	1 ✎ ⌄		CLP6946-10599: Adv Pract Applied Med Psy
	Students	2 ✎ ⌄		
Merge courses	Instructors	1 ✎ ⌄		CLP7979-10678: Advanced Research
	Students	2 ✎ ⌄		
Split courses	Instructors	1 ✎ ⌄		CLP7979-10688: Advanced Research
Restore courses	Students	2 ✎ ⌄		
	Instructors	1 ✎ ⌄		CLP7979-16073: Advanced Research
Publish courses	Students	2 ✎ ⌄		
☐ ⋯ Original	Instructors	1 ✎ ⌄		CLP7979-16073: Advanced Research
	Students	1 ✎ ⌄		
☑ ⋯ Original	Instructors	1 ✎ ⌄		CLP7979-23434: Advanced Research
	Students	1 ✎ ⌄		
☑ ⋯ Original	Instructors	1 ✎ ⌄		PSY4930-16865: Special Topics in Psych
	Students	17 ✎ ⌄		
☑ ⋯ 👁 Original	Instructors	1 ✎ ⌄		PSY4930-17985: Special Topics in Psych
	Students	13 ✎ ⌄		

Click on "Edit courses fields"

Under 'Field' select the EVALUATE field. Set the New Value to No. Select Apply.

A confirmation screen will be shown. You will also have the strikethrough view to see the changes made. Validate that these are the correct records to update and then click "Yes, I'm Sure".

Confirm Changes

Are you sure you want to modify all selected courses?

Field
EVALUATE -> No
for *3* courses

Courses to be modified:

Object ID	Name	EVAL_START	EVAL_END	EVALUATE	SSR_COMPONENT	MEDIUM	COLLEGE	DEPARTMENT	COURSE_START_DATE	COU
	PSY4930-17985: Special Topics in Psych	2025-04-12 00:01	2025-04-25 23:59	~~Yes~~ No	LEC	Primarily Classroom (0-49%)	College-Pub Hlth & Hlth Prof	PBH(HP)-Clinical/Health Psych	2025-01-13 00:00	2025-0
	PSY4930-16865: Special Topics in Psych	2025-04-12 00:01	2025-04-25 23:59	~~Yes~~ No	LEC	Primarily Classroom (0-49%)	College-Pub Hlth & Hlth Prof	PBH(HP)-Clinical/Health Psych	2025-01-13 00:00	2025-0
	CLP7979-23434: Advanced Research	2025-04-12 00:01	2025-04-25 23:59	~~Yes~~ No	LEC	Primarily Classroom (0-49%)	College-Pub Hlth & Hlth Prof	PBH(HP)-Clinical/Health Psych	2025-01-13 00:00	2025-0

« ‹ 1 › »

No, Cancel   Yes, I'm Sure