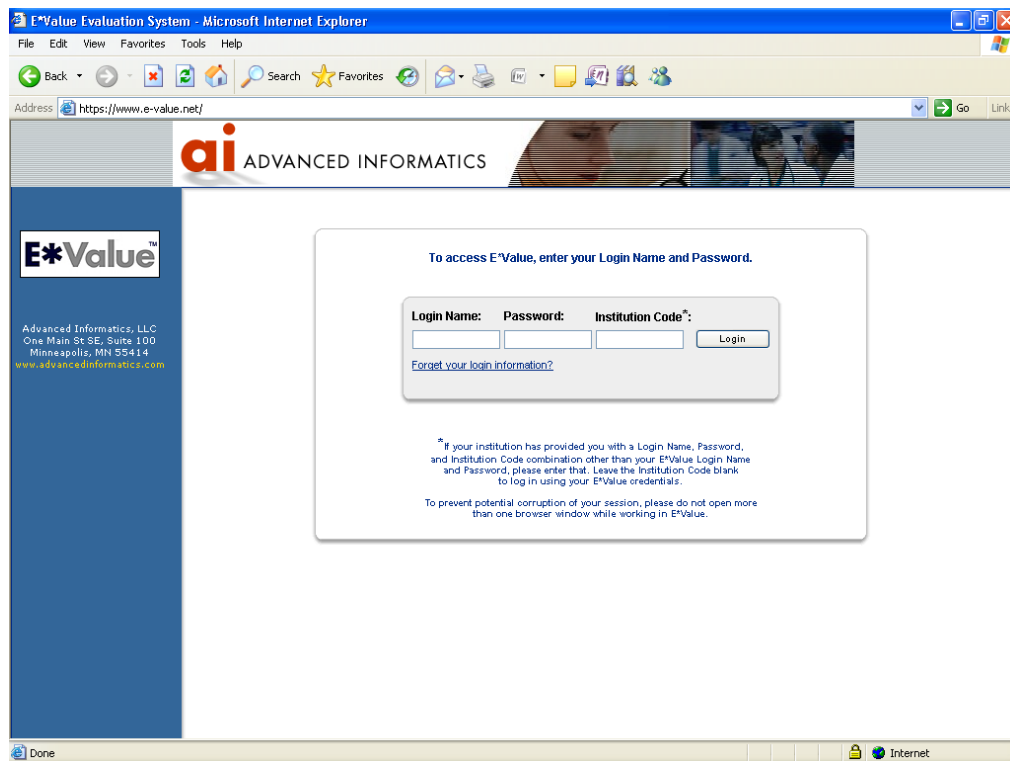


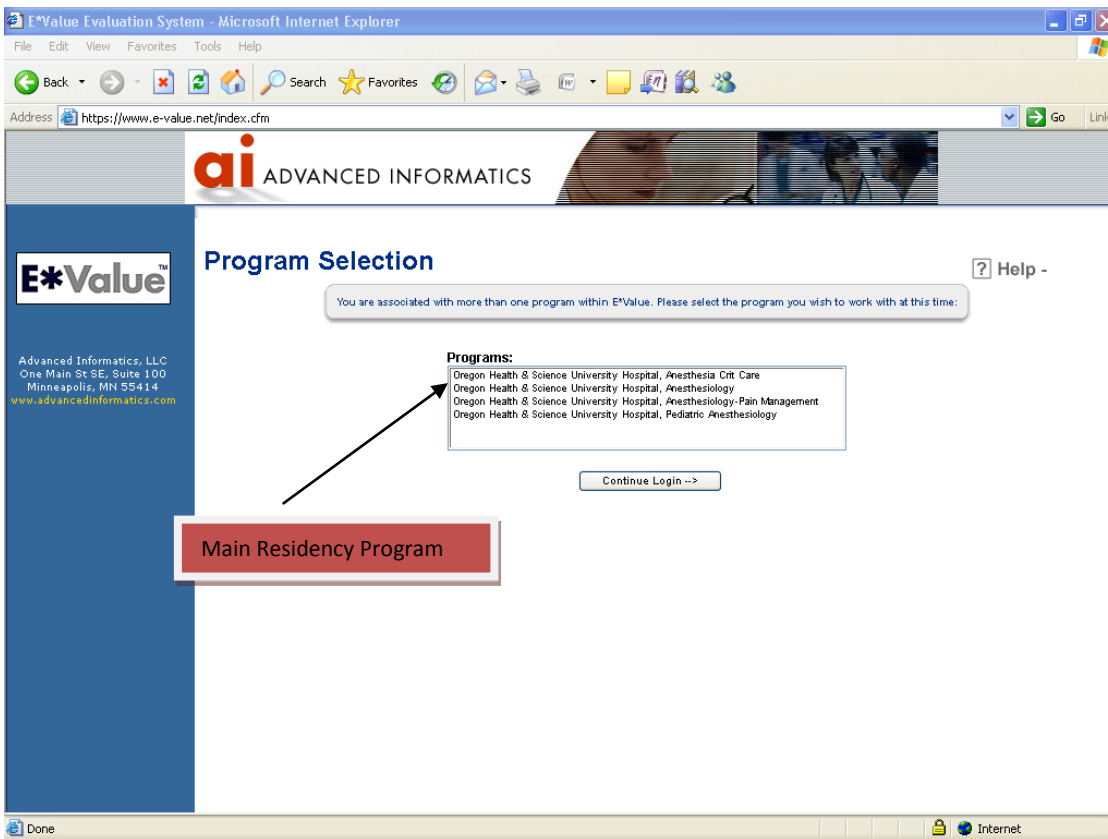
Daily Evaluations in E*value:

1. Go to: www.e-value.net

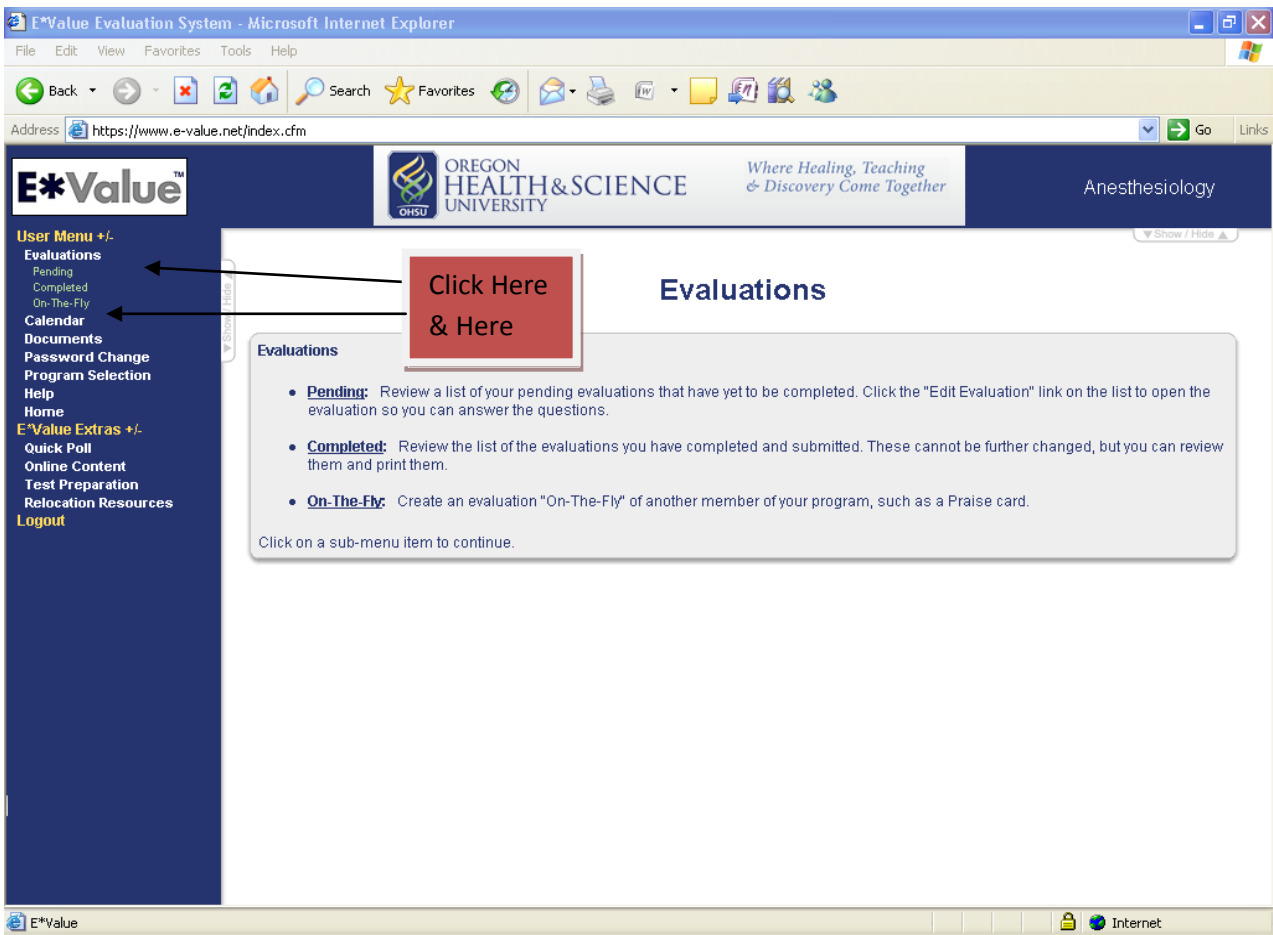
You will see a screen that looks like this:



2. Enter your user name and password – **NO NEED to enter in the institution code**
3. Select the appropriate program (some of you will have multiple options depending on what program(s) you are associated with – for example if you work in DCH you can evaluate the pediatric fellows & the residents. The main residency program is titled: Anesthesiology).



4. Click on Evaluations, then “On-the-fly” from the left hand menu



5. Select the a) evaluation type b) the person you would like to evaluate c) and activity type (i.e. type of rotation the resident/fellow is on) from the drop down list. **Please do your best to select the correct time frame (block date) and date. This allows us to pull accurate reports from the system.**

- Please note that if you are filling in an evaluation, your evaluation will automatically be saved when you move to the next question however, if you are typing a text heavy comment, please type your comment in a word document and then cut and paste it into Evaluate. E*Value will not save your text if you are in the middle of a comment and the system “times out” which I believe is after 15 minutes.

Please let me know if you have questions. I’d be glad to help!

Amy, 494-4205