COASTAL CAROLINA UNIVERSITY

Datatel - Using BEVL
(Batch Program Evaluation)

Document Area: Academic Records

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Document Version Control

Version	Date	Author	Change Description
1.0	6/19/08	Lisa Dent	Updated with new procedures format
	07/16/10	SC	Added info about customization to program

1 OVERVIEW

Use the Batch Academic Evaluation (BEVL) process to produce academic evaluations in batch. An evaluation report is produced for each student program record selected.

- The fields on this screen are divided into two sections.
- The top section of the screen lets you specify how the evaluations are to be run and formatted. You can also specify whether to update the GRADUATES file.
- The bottom section lets you specify which student programs to evaluate. This can be specified with a saved list, additional selection criteria, or specific student programs.
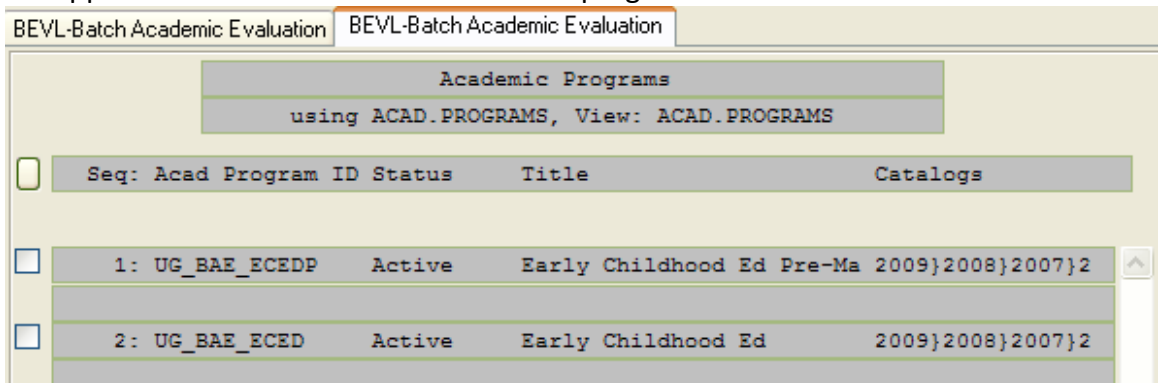
2 PROCEDURE DETAILS

2.1 Access the BEVL screen

2.2 Typical Field Values

1. Include
    a. **I** to include In-Progress courses
    b. **R** to include In-Progress as well as Registered/Pre-registered courses.

    c. **C** to include completed work only (this will be helpful if we use Degree Audit for graduating students).

2. Report Format
    a. **1 Single Column** is easier to read on the computer screen
    b. **2 Double Column** will save paper when printed
    c. **HTML** is the default format currently in use by the University
3. Related Courses Policy – F Footnote (keeps the main area of the Program Evaluation clean)
4. Ignored Statuses – List the statuses to NOT include on the Program Evaluation. Defaults are **X Deleted**, **W Withdrawn**, and **C Cancelled**.
5. Update Graduates File – **NO**
6. Saved List Name – If you have created a savedlist of students to run at one time, enter the savedlist name here.
7. Student/Programs – Enter the students name or ID#, and a selection screen will appear. Choose the student's academic program to be evaluated.

8. Additional Selection Criteria – Typically **NO**. Set to **YES** only if you would like to enter your specific search requirements in query format.
9. Save and Update.

2.3 Printer Program Evaluations

1. To print to a printer, select **P Printer Spooler** and input the printer name (ex. REGI4) in the **Printer** field.
2. To view on the screen, select **H Hold/Browse File Output**.
3. Save and Update.

3 ADDITIONAL INFORMATION

3.1 Customization to BEVL

07/16/10 - Refer to answernet document 48223.48 for more information. When running a process using the HTML report format, we were receiving the following error and the HTML report was not being generated:

Report Transformation Errors: Transform error-60010: Error during transformation process

Programmer, Mike Wechter, customized BEVL as suggested in this answernet document and that fixed the program.