

USER MANUAL – HIDE/RESTORE EVALUATIONS

TARGET AUDIENCE: ADMINISTRATORS

Updated April 8, 2019

HIDE AND RESTORE EVALUATIONS

Programs, Program Directors, Distributors, Trainees and Supervisors now have the option to hide reviewed evaluations in the dashboard to make it easier to navigate.

Evaluations Setup | Evaluations | Distribute Evaluations

Evaluations

Supervisors: Supervisor **Cooper, Michael J**

Send Evaluation(s) Print Evaluations Hide Evaluations Restore Evaluations

Template Record Hidden Evaluation Hidden Template

Show Hidden records **ON** Show Templates

Activity	Start Date	End Date	Evaluation	Trigger	Source	Created By	Evaluator	Evaluatee	Alerts	Status	Action
Burns Trauma-Hamilton General Hospital	01-Jul-2017	18-Dec-2017	ITER - Plastic Surgery - Plastic Surgery Burn Jr Q	End of Rotation 13-Dec-2017	Scheduled	Automatic 26-Apr-2018	Cooper, Michael J (Supervisor)	Chin, Hyosuk Q		Declined	Actions
Burns Trauma-Hamilton General Hospital	01-Jul-2017	18-Dec-2017	ITER - Plastic Surgery - Plastic Surgery Burn Jr Q	Start of Rotation 01-Jul-2017	On-Demand	Chin, Hyosuk 07-Nov-2017	Cooper, Michael J (Supervisor)	Chin, Hyosuk Q		Completed 19-Apr-2018	View
Plastic Surgery-Hamilton	01-Jul-2017	18-Dec-2017	ITER - Plastic Surgery - Plastic Surgery Burn Jr Q	End of Rotation 13-Dec-2017	Scheduled	Automatic 26-Apr-2018	Cooper, Michael J (Supervisor)	Chin, Hyosuk Q		Declined	Actions

All hidden evaluations will be accessible by selecting 'Show Hidden Records' at the top left of the dashboard. They are clearly marked in different color and can be restored back to the dashboard by choosing the restore action.

Evaluations

Evaluations

Filter: Evaluation Status: **Completed**

Actions Send Evaluation(s)

Template Record Hidden Evaluation Hidden Template

Show Hidden records **ON** Show Templates **OFF** Total:493

Activity	Start Date	End Date	Evaluation	Trigger	Source	Created By	Evaluator	Evaluatee	Status	Action
Ambulatory Clinics -Hamilton Health Sciences	26-Sep-2017	23-Oct-2017	ITER - Internal Medicine - Clinics, General Internal Medicine Q	End of Rotation 09-Oct-2017	Scheduled	Automatic 11-Oct-2017	Greenwald, Eric	Law, Cindy Cin Yee Q	Completed 13-Oct-2017	Required Evaluations View
Ambulatory Clinics -Hamilton Health Sciences	26-Sep-2017	23-Oct-2017	ITER - Internal Medicine - Clinics, General Internal Medicine Q	End of Rotation 09-Oct-2017	Scheduled	Automatic 11-Oct-2017	Lepic, Kylie	Law, Cindy Cin Yee Q	Completed 16-Oct-2017	Required Evaluations View
Ambulatory Clinics -Hamilton Health Sciences	26-Sep-2017	23-Oct-2017	ITER - Internal Medicine - Clinics, General Internal Medicine Q	End of Rotation 09-Oct-2017	Scheduled	Automatic 11-Oct-2017	Major, Pierre	Law, Cindy Cin Yee Q	Completed 13-Oct-2017	Required Evaluations View
Ambulatory CTU-McMaster Children's Hospital	26-Sep-2017	23-Oct-2017	ITER - Internal Medicine - Ambulatory CTU, General Internal Medicine Q	End of Rotation 09-Oct-2017	Scheduled	Automatic 11-Oct-2017	Crowther, Mark A	Laureano, Marissa Liselle Q	Completed 15-Oct-2017	Required Evaluations View
CTU Jr Attending-Juravinski Hospital	26-Sep-2017	23-Oct-2017	ITER - Internal Medicine - CTU Jr Attending, General Internal Medicine Q	Start of Rotation 26-Sep-2017	On-Demand	Bahrami, Jasmine 20-Oct-2017	Levine, Mitchell AH	Bahrami, Jasmine Q	Completed 21-Oct-2017	View
CTU Medicine Jr Med Resident-Hamilton General Hospital	26-Sep-2017	23-Oct-2017	ITER - Internal Medicine - CTU Medicine Jr Med Resident, General Internal Medicine Q	End of Rotation 09-Oct-2017	Distributed	Hanekamp, Nicole 11-Oct-2017	Srivaratharajah, Kajenny	Lu, Clara Q	Completed 23-Oct-2017	Required Evaluations View

Evaluations

Filter: Evaluation Status: **Completed**

Actions Send Evaluation(s)

Print Evaluations

Hide Evaluations

Restore Evaluations

Show Hidden records: ON

Activity	Start Date	End Date	Evaluation	Trigger	Source	Created By	Evaluator	Evaluatee	Status	Action
<input checked="" type="checkbox"/> Ambulatory Clinics -Hamilton Health Sciences	26-Sep-2017	23-Oct-2017	ITER - Internal Medicine - Clinics, General Internal Medicine Q	End of Rotation 09-Oct-2017	Scheduled	Automatic 11-Oct-2017	Greenwald, Eric	Law, Cindy Cin Yee Q	Completed 13-Oct-2017	Required Evaluations View
<input checked="" type="checkbox"/> Ambulatory Clinics -Hamilton Health Sciences	26-Sep-2017	23-Oct-2017	ITER - Internal Medicine - Clinics, General Internal Medicine Q	End of Rotation 09-Oct-2017	Scheduled	Automatic 11-Oct-2017	Lepic, Kylie	Law, Cindy Cin Yee Q	Completed 16-Oct-2017	Required Evaluations View
<input type="checkbox"/> Ambulatory Clinics -Hamilton Health Sciences	26-Sep-2017	23-Oct-2017	ITER - Internal Medicine - Clinics, General Internal Medicine Q	End of Rotation 09-Oct-2017	Scheduled	Automatic 11-Oct-2017	Major, Pierre	Law, Cindy Cin Yee Q	Completed 13-Oct-2017	Required Evaluations View
<input type="checkbox"/> Ambulatory CTU-McMaster Children's Hospital	26-Sep-2017	23-Oct-2017	ITER - Internal Medicine - Ambulatory CTU, General Internal Medicine Q	End of Rotation 09-Oct-2017	Scheduled	Automatic 11-Oct-2017	Crowther, Mark A	Laureano, Marissa Liselle Q	Completed 15-Oct-2017	Required Evaluations View

Please be cautious while hiding evaluations in the dashboard. When searching for certain ITERs always make sure to look into the hidden records as well to find ITERs for trainees.

QUESTIONS?

If you have any questions or difficulties with this process, please contact MedSIS at medsis@mcmaster.ca