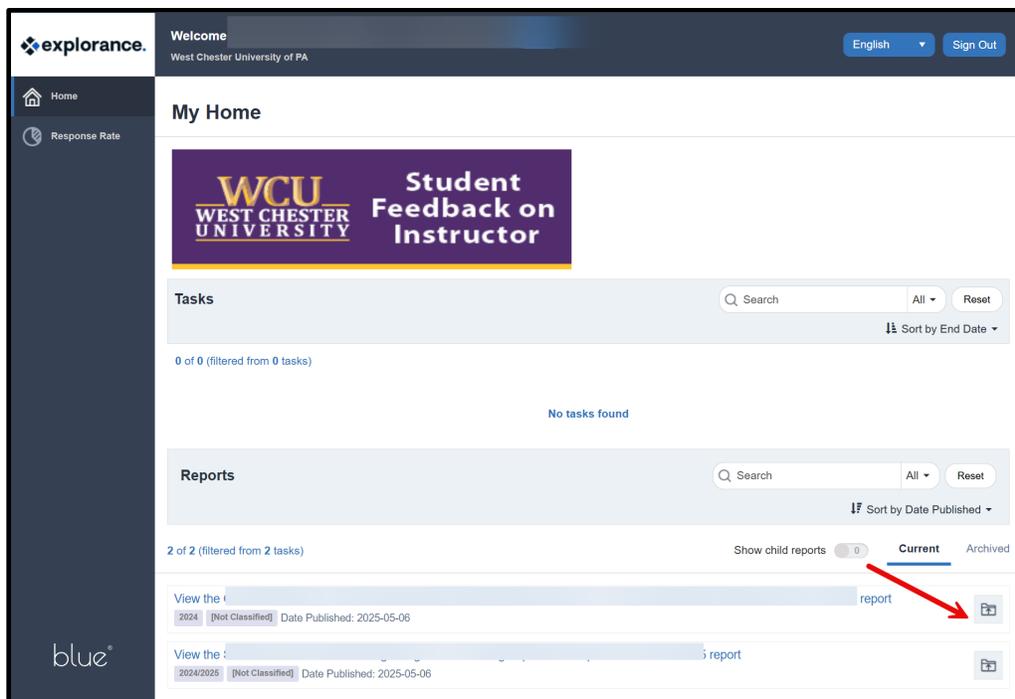


# Accessing SFI Results Reports

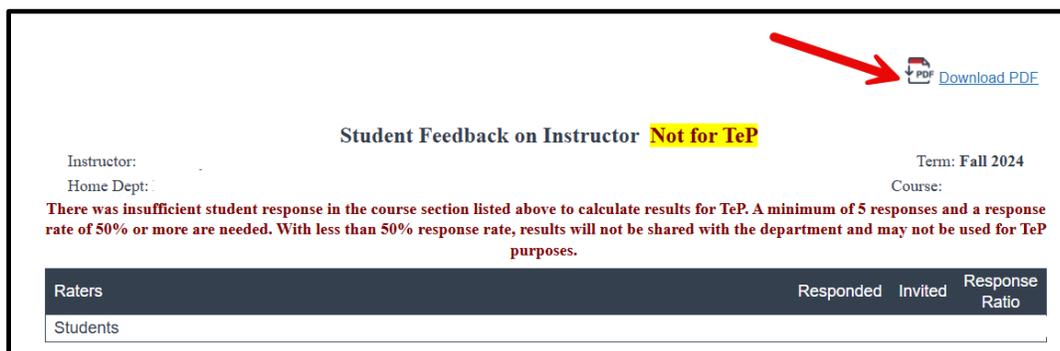
1. Log into [Blue](#).
2. Navigate to **Reports** section of your Blue dashboard.
3. The default view is “Current”.
4. Reports from prior semesters are under the “Archived”. Reports from the previous semester are moved from Current to Archived before new reports are released each semester.

## Current Reports

When “Current” is selected, the reports from the most recent semester will be displayed. Click on the File Folder icon to open the report.



If you have only one report for that report type, the report will open. Click on the link “Download PDF”. The report will download to your Downloads folder.



If you have more than one report for that report type, when you click either the title of the report or the folder icon, you will be able to select and download reports on the next screen. To download all reports, click “Select All” and then “Download PDF”.

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### Report List - SFI Instructor Report Fall 2024

This table provides a list of links to reports in both PDF and HTML format. The PDF versions of the reports listed here are not WCAG 2.0 compliant. Please use the HTML version by opening the link located in the Report Title column of the table as an accessible alternative.

	Report Title	PDF	Threshold Status
<input type="checkbox"/>	[Redacted]_SFI_Instructor Report_Fall 2024		Met
<input type="checkbox"/>	[Redacted]_Instructor Report_Fall 2024		Not Met
<input type="checkbox"/>	[Redacted]_SFI_Instructor Report_Fall 2024		Met
<input type="checkbox"/>	[Redacted]_SFI_Instructor Report_Fall 2024		Met

[Select All](#) [Deselect All](#) [View](#) [Download PDF](#)

## Archived Reports

To see reports prior to the most recent semester, choose “Archived”.

The screenshot displays the Explorance interface for West Chester University of PA. The top navigation bar includes the Explorance logo, a 'Welcome' message, and options for 'English' and 'Sign Out'. A left sidebar contains 'Home' and 'Response Rate' links. The main content area is titled 'My Home' and features a 'Subject Management' button. A prominent banner for 'WCU WEST CHESTER UNIVERSITY Student Feedback on Instructor' is visible. Below this, there are two sections: 'Tasks' and 'Reports'. The 'Tasks' section shows four items, each with a search icon, a timestamp, and filters for '2025', 'Spring', and 'Expired'. The 'Reports' section also shows four items with similar search and filter options. In the 'Reports' section, the 'Archived' filter is highlighted with a red box, indicating it is the selected view. The 'Current' filter is also visible. The bottom left corner of the interface features the 'blue' logo.