ACE Bulk Reports
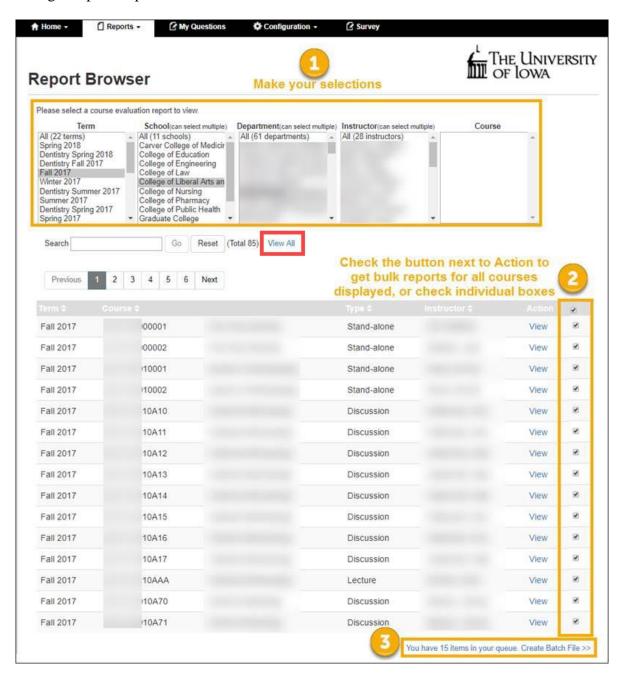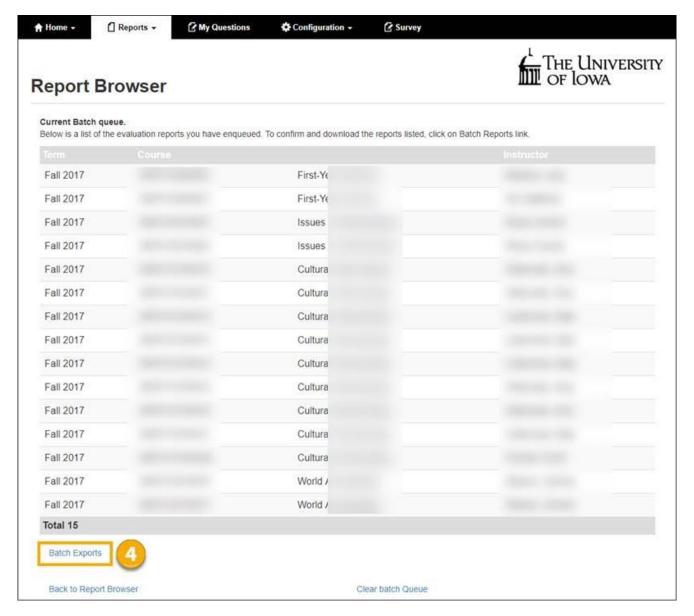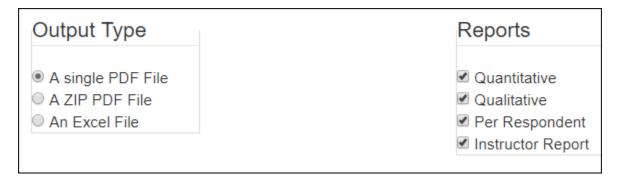
Below are instructions on how to get exports reports in bulk. **Note**: this works best in Chrome or Firefox.
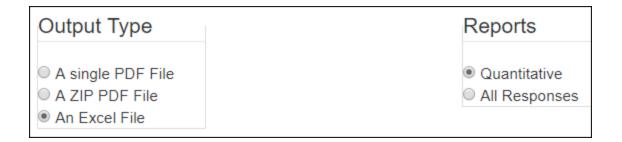
Note: You may need to click on View All if there are more than one page of evaluations.

5. Pick the report you want.

Output Type

- ◉ A single PDF File
- ○ A ZIP PDF File
- ○ An Excel File

Reports

- ☑ Quantitative
- ☑ Qualitative
- ☑ Per Respondent
- ☑ Instructor Report

OR

Output Type

- ○ A single PDF File
- ○ A ZIP PDF File
- ◉ An Excel File

Reports

- ◉ Quantitative
- ○ All Responses

6. Click Process Batch.
7. Download the file.
8. Share.