## **Template: Calculating Averages of Student Ratings for 5-Point Scale**

## Evaluation Item # Rating Score Multiply the number of responses Number of by the actual rating score Score Totals responses per item x 1 2 x 2 3 x 3 4 x 4 5 x 5 NA **Grand Total of Grand Total of Scores** Responses (Add the score totals for Scores 1-5) (Add the number of responses for Rating Scores 1-5) Divide the Total Rating Scores by the Total Responses to receive the Average **%** Score Grand Totals **Response Grand Totals** AVERAGE Score NOTE: The response numbers for the NA rating scores are not included in the average. **Calculating Averages of Student Ratings for 5-Point Scale** Evaluation Item #\_

Rating Score	Number of responses per item	Multiply the number of responses by the actual rating score	Score Totals
1		x 1	
2		x 2	
3		x 3	
4		x 4	
5		x 5	
NA			
Grand Total of Responses (Add the number of responses for Rating Scores 1-5)		Grand Total of Scores  (Add the score totals for Scores 1-5)	
Score Grand Totals		the Total Responses to receive the Total Responses to receive the Total Responses to receive the Total Response to receive the Total Responses to receive t	AVERAGE Score