Suggestions for Increasing Student Participation for Online Administration

- Reinforce that student evaluations are important to you and give specific examples of how you use your student feedback to improve teaching from semester to semester.

- Set aside class time for students to complete the survey on a laptop, smartphone or other electronic device (monitored by another faculty member or graduate assistant).

- Place the survey link (included in the email you received from no-reply@iasystem.org) on your Blackboard site.

- Remind students to complete the evaluation.

- Remind students they will receive an email for your course evaluation and it will include a direct link to the survey.

- Personally email students and ask them to complete SPOT. The only appropriate reminder to students is one that goes to ALL students, not selected students.

- Provide participation updates at each class meeting.