

## Course Evaluations

# QUICK TIPS

### Tips for Maximizing Response Rates

#### **ENCOURAGE**

1. Set aside some time and encourage students to complete course evals during class
2. Encouraging attention to course evaluations breeds interest and commitment to the institution

#### **EDUCATE**

1. Educate students on the purpose and importance of completing course evaluation surveys
2. Give students examples of good, constructive feedback
3. Good feedback is a dialogue

#### **HIGHLIGHT**

1. Highlight changes that have been made to courses based on previous student feedback to demonstrate how they can make a difference
2. Constructive feedback shows care, respect and pathways for improvement