

Tips to Increase Student Response Rates

Set aside 10 Minutes at the end of class

The way to ensure a high response rate is to utilize a captive audience. Set aside 10 minutes at the end of a class for students to complete the survey.

If possible, you can also take your class to a computer lab and allow the students ten minutes at the end of class to complete their feedback.

Post an Announcement in your Canvas Course

This will draw students' attention to the survey and emphasize its importance. Here is an example announcement you can use:

Hello Students,

Your feedback is extremely valuable to me and to NTC as a whole. It allows me to learn, develop and improve my teaching.

Please take 5 minutes to complete a survey about your experience in my class. Your feedback is completely anonymous and confidential.

Thank you!

Verbal Communication

It is important to help students understand that their feedback is very important to you and our College as a whole. Set aside time at the beginning of class to talk to your students about the instructor evaluation process. Here's some ideas to share:

- Specific examples of how you used student feedback to modify your instruction/courses. For example: "Last semester I received feedback that I should use more visuals in my class, so I have added more visuals to help student learn."
- Student feedback is completely anonymous and confidential, and faculty cannot see which students completed the survey.
- The survey will take about 5 minutes to complete.