



CoursEval Schedule

Summer 2015

Revised 06/23/2015

First 5-Week Session (May 26- June 26)		
To Do:	Dates:	Survey Deploys
Step 1: Faculty added questions	06/08/15-06/12/15	Start date: 06/16/2015
Step 2: Faculty notification of survey start	06/15/15 6:00 a.m.	
Step 3: Survey Deploys	06/16/15 6:00 a.m.	Start time: 6:00 a.m.
Step 4: Student notification of survey start	06/16/15 6:00 a.m.	
Step 5: Student reminder notifications	06/18/15, 06/21/15 6:00 a.m.	End date: 06/23/2015
Step 6: Faculty notification of survey end	06/22/15 6:00 a.m.	
Step 7: Student notification of last chance to participate	06/23/15 2:00 p.m.	End time: Midnight
Step 8: Course evaluation results released to faculty 72 hours after grades are posted in ISIS. Grades are due 6/30.	07/03/15 Noon	

8-Week Session (May 26-July 16)		
To Do:	Dates:	Survey Deploys
Step 1: Faculty added questions	06/30/15 - 07/06/15	Start date: 07/07/2015
Step 2: Faculty notification of survey start	07/06/15 6:00 a.m.	
Step 3: Survey Deploys	07/07/15 6:00 a.m.	Start time: 6:00 a.m.
Step 4: Student notification of survey start	07/07/15 6:00 a.m.	
Step 5: Student reminder notifications	07/9/15, 07/12/15 6:00 a.m.	End date: 07/14/2015
Step 6: Faculty notification of survey end	07/13/15 6:00 a.m.	
Step 7: Student notification of last chance to participate	07/14/15 2:00 p.m.	End time: Midnight
Step 8: Course evaluation results released to faculty 72 hours after grades are posted in ISIS. Grades are due 7/20	07/23/15 Noon	

10-Week Session , Second 5-Week Session and MIN Sessions ending July 31st		
To Do:	Dates:	Survey Deploys
Step 1: Faculty added questions	07/15/15 - 07/22/15	Start date: 07/23/2015
Step 2: Faculty notification of survey start	07/22/15 6:00 a.m.	
Step 3: Survey Deploys	07/23/15 6:00 a.m.	Start time: 6:00 a.m.
Step 4: Student notification of survey start	07/23/15 6:00 a.m.	
Step 5: Student reminder notifications	07/25/15, 07/27/15 6:00 a.m.	End date: 07/30/2015
Step 6: Faculty notification of survey end	07/29/15 6:00 a.m.	
Step 7: Student notification of last chance to participate	07/30/15 2:00 p.m.	End time: Midnight
Step 8: Course evaluation results released to faculty 72 hours after grades are posted in ISIS. Grades are due 8/4	08/07/15 Noon	

Notes:

- Students will receive email reminders every other day until surveys are taken. Once the survey has been taken by the student they will no longer receive an email reminder.
- All email correspondence to faculty and students will come from crseval@uark.edu and shouldn't be subject to a spam filter. This is a legitimate UARK email account.