



CoursEval Schedule

August Interession 2017

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|---|-----------------------|------------------------|
| To Do: | Dates: | Survey Deploys |
| Step 1: Faculty added questions | 08/11/2017-08/15/2017 | Start date: 08/16/2017 |
| Step 2: Faculty notification of survey start | 08/15/2017 8:00 a.m. | |
| Step 3: Survey Deploys | 08/16/2017 6:00 a.m. | Start time: 6:00 a.m. |
| Step 4: Student notification of survey start | 08/16/2017 6:00 a.m. | |
| Step 5: Student reminder notifications | 08/17/2017 6:00 a.m. | End date: 08/18/2017 |
| Step 6: Faculty notification of survey end | 08/17/2017 6:00 a.m. | |
| Step 7: Student notification of last chance to participate | 08/18/2017 2:00 p.m. | End time: 11:59 p.m. |
| Step 8: Course evaluation results released to faculty 72 hours after grades are posted in ISIS. | 08/25/2017 8:00 a.m. | |

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.