CoursEval Schedule
FALL 2018

8W1			
To Do:		**Dates:**	**Survey Deploys**
Step 1:	Faculty added questions	09/20/2018-10/01/2018	**Start date:** 10/02/2018
Step 2:	Faculty notification of survey start	10/01/2018 6:00 a.m.	
Step 3:	Survey Deploys	10/02/2018 6:00 a.m.	**Start time:** 6:00 a.m.
Step 4:	Student notification of survey start	10/02/2018 6:00 a.m.	
Step 5:	Student reminder notifications	10/04, 10/06 6:00 a.m.	**End date:** 10/08/2018
Step 6:	Faculty notification of survey end	10/07/2018 6:00 a.m.	
Step 7:	Student notification of last chance to participate	10/08/2018 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.	12/21/2018 8:00AM	

Full Fall Session / 8W2			
To Do:		**Dates:**	**Survey Deploys**
Step 1:	Faculty added questions	11/14/2018-11/26/2018	**Start date**: 11/27/2018
Step 2:	Faculty notification of survey start	11/26/2018 6:00 a.m.	
Step 3:	Survey Deploys	11/27/2018 6:00 a.m.	**Start time:** 6:00 a.m.
Step 4:	Student notification of survey start	11/27/2018 6:00 a.m.	
Step 5:	Student reminder notifications	11/30, 12/03, 12/05 6:00 a.m.	**End date:** 12/07/2018
Step 6:	Faculty notification of survey end	12/06/2018 6:00 a.m.	
Step 7:	Student notification of last chance to participate	12/07/2018 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.	12/21/2018 8:00AM	

Notes:
- Students will receive email reminders every few days 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.