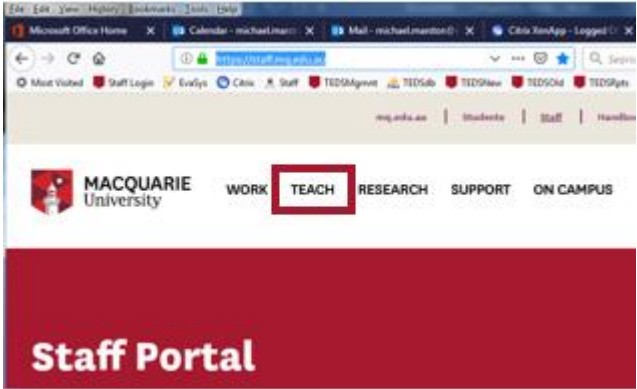
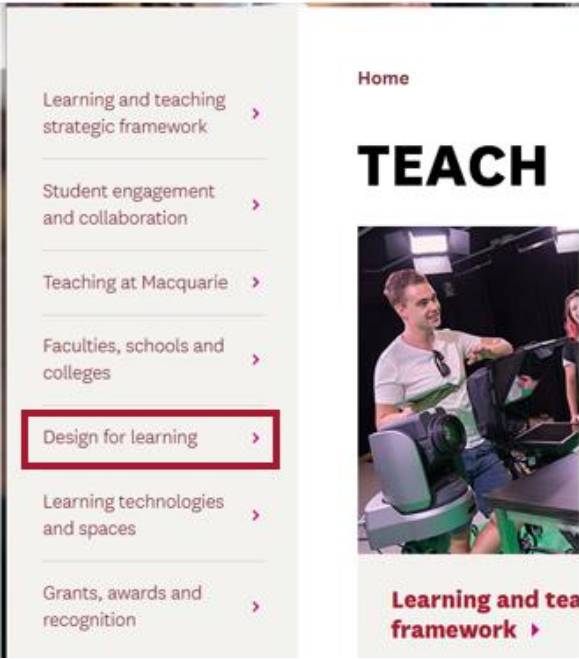
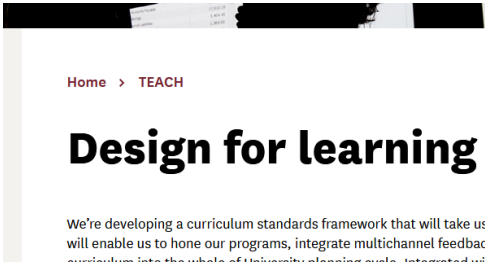
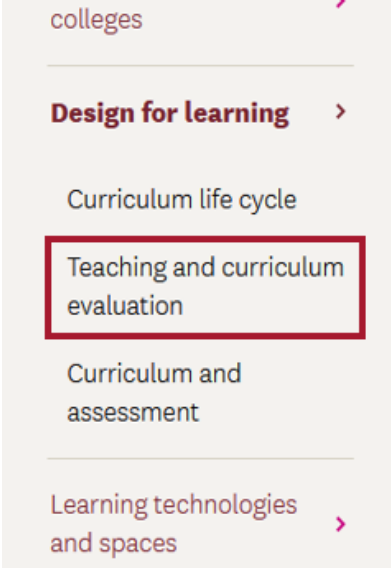
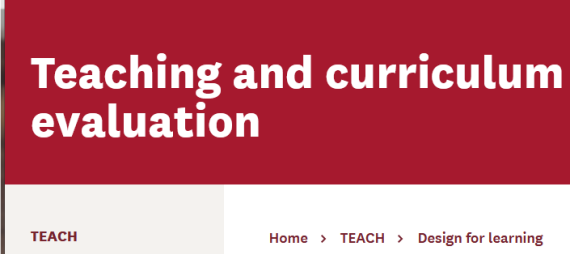




# A quick guide to ordering student evaluation surveys

This document illustrates the survey order process by walking through the steps required to order a unit (LEU) survey. The process is essentially the same for all survey types.

<p>From the staff portal at <a href="https://staff.mq.edu.au/">https://staff.mq.edu.au/</a>, select <b>TEACH</b></p>	
<p>Which takes you to ...</p> <p>From where you click <b>Design for learning</b></p>	
<p>Which takes you to</p>	

<p>From where you select <b>Teaching and curriculum evaluation</b></p>	 <p>A screenshot of a navigation menu. At the top, the word 'colleges' is visible. Below it, 'Design for learning' is highlighted with a red arrow. Underneath, 'Curriculum life cycle' is listed. The item 'Teaching and curriculum evaluation' is highlighted with a red rectangular box. Below that is 'Curriculum and assessment'. At the bottom, 'Learning technologies and spaces' is visible with a red arrow.</p>
<p>Which takes you to ...</p> <p><b>You might want to save this address to your shortcuts bar for future reference.</b></p>	 <p>A screenshot of a page header. The main title 'Teaching and curriculum evaluation' is in white text on a dark red background. Below the title, there is a breadcrumb trail: 'TEACH' followed by 'Home &gt; TEACH &gt; Design for Learning'.</p>
<p>Scroll down until you get to the link <b>Student Feedback Surveys ...</b></p>	<p><b>Student Feedback</b></p> <p>Both formal and informal student feedback provide... Student feedback may be used for developmental, depending on the form of feedback and method of</p> <p><b>STUDENT FEEDBACK SURVEYS</b></p> <p>Follow this link to the <a href="#">Student Feedback Surveys</a>.</p> <p><b>OTHER STUDENT FEEDBACK METHODS</b></p>
<p>Clicking the link takes you to</p>	 <p>A screenshot of a page header. The main title 'Student feedback surveys' is in white text on a dark red background.</p>

<p>From where you read the text before scrolling down to <b>Start your order</b>.</p> <p>Clicking on the link takes you to the survey order site itself <i>via iLearn</i>.</p>	<p>must end by the last day of teaching, including section and experienced users, see the Experi</p> <p><a href="#">Start your order!</a>  (iLearn login required)</p> <p><b>Survey History</b></p> <p>Click on the following links to find summaries :</p>
<p>If you are not already enrolled in iLearn for student evaluation surveys, you will be asked to self-enrol... just click the <b>Enrol me</b> button and then...</p>	<p><b>Enrolment options</b></p> <p><b>Teaching Evaluation and TEDS</b></p> <p>Convenor: <a href="#">Michael Marston</a></p> <p>Convenor: <a href="#">Cathy Rytmeister</a></p> <p>Convenor: <a href="#">Sandra Wu</a></p> <p>Convenor: <a href="#">Samantha Zhou</a></p> <p>▼ <b>Self enrolment (Student)</b></p> <p>No enrolment key required.</p> <p><a href="#">Enrol me</a></p>
<p>Enter your MQID details to login...</p>	<p><b>iLearn Login</b></p> <p>Username</p> <input type="text"/> <p>Password</p> <input type="password"/> <p><a href="#">Log in</a></p>
<p>Which takes you to the start of the cycle.</p>	<p><b>Teaching Evaluation and TEDS</b></p> <p><a href="#">My home</a> / <a href="#">TE TEDS</a> / <a href="#">Student Feedback Surveys (TEDS)</a> / <a href="#">Student Evaluation Survey Ordering Cycle</a></p> <p><b>Student Evaluation Survey Ordering Cycle</b></p>

On the left you will see a series of **slides** which will step you through the order process.

If you intend to place an order, progress through each slide.

If you are new to student evaluation surveys at Macquarie, Slide 1 provides an overview and Slide 2 outlines the diverse types of survey instruments available.

Slide 5 provides an opportunity to review the many different questions that are available from the student evaluation survey question bank.

SLIDE 1

Ordering Cycle

SLIDE 2

Decide

SLIDE 3

Inform

SLIDE 4

Select

SLIDE 5

Questions

SLIDE 6

Place your order

SLIDE 7

Receive and check