Creating and Editing Evaluation Questions for your Courses
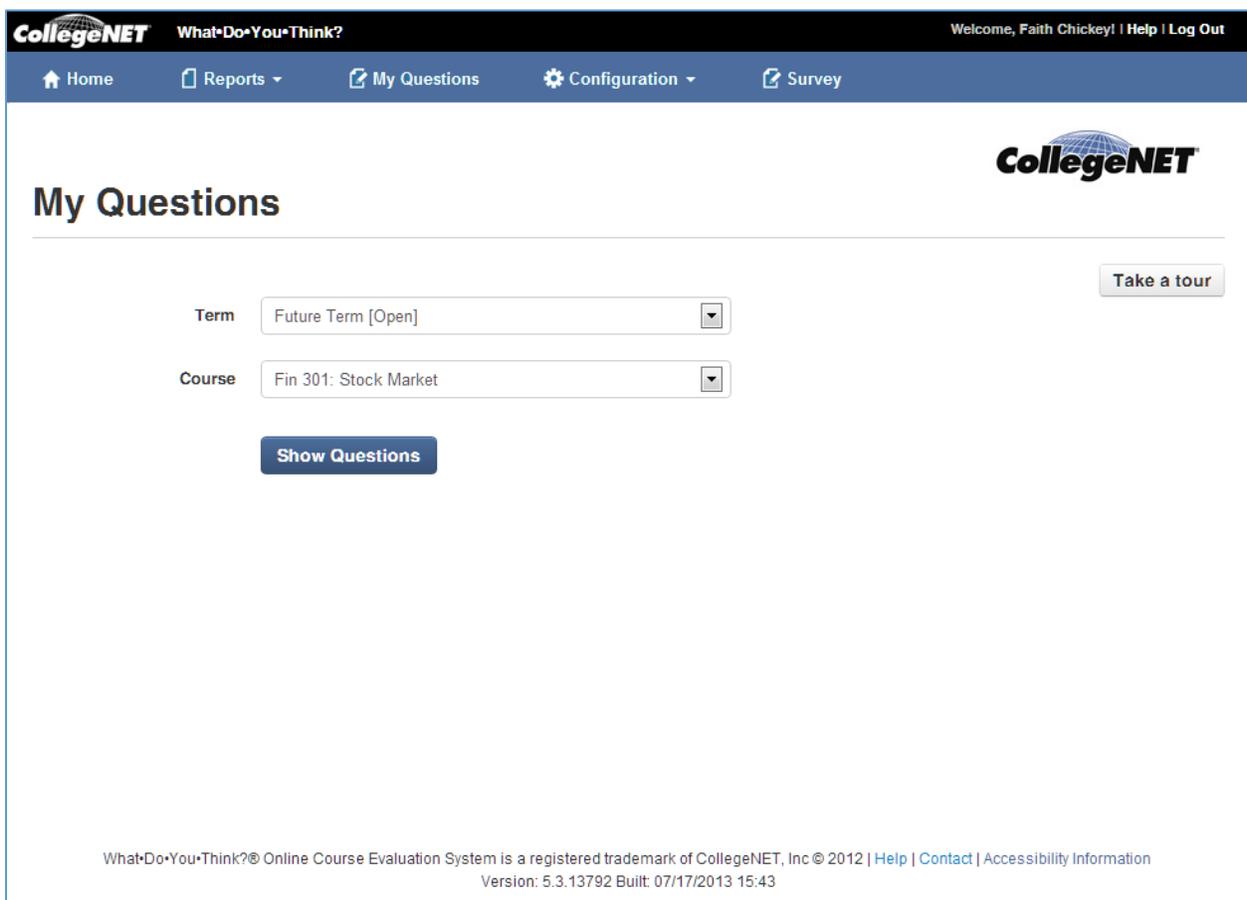
You can use What•Do•You•Think? to add and edit evaluation questions specifically for the courses you teach, independent of any general evaluation questions that have been set up by the institution or department.

If you're authorized to add and edit questions (and possibly use the Question Bank), "My Questions" appears as a top level item.

You can only add and edit questions for future evaluation terms.

Adding evaluation questions for your courses

1. Click "My Questions" to go to the My Questions page.

2. Choose the future term and course for which you want to create questions. By default, the system displays course information for the current term.
3. Click Show Questions. The evaluation questions for the course are displayed, below which is an "Instructor's Questions" section.

Course and Instructor Detail

Term	Future Term
Course	Stock Market
Subject and Number	Fin 301
Dept	fin
Instructor	Faith Chickey

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The Teacher

Comes to class prepared and meets deadlines for online materials/interactions, if appropriate.	Agree	Neither Agree Nor Disagree	Disagree	Does Not Apply
Directs class time activities for the best use of time, including any online learning activities.	Agree	Neither Agree Nor Disagree	Disagree	Does Not Apply
Demonstrates enthusiasm for the subject matter and for teaching,	Agree	Neither Agree Nor Disagree	Disagree	Does Not Apply
Appears knowledgeable and current in the subject matter of this course.	Agree	Neither Agree Nor Disagree	Disagree	Does Not Apply
Clearly defines and communicates learning outcomes and expectations for performance.	Agree	Neither Agree Nor Disagree	Disagree	Does Not Apply
Provides explanations that are clear and understandable.	Agree	Neither Agree Nor Disagree	Disagree	Does Not Apply
Is available to meet with students outside of class and/or follows up with contact.	Agree	Neither Agree Nor Disagree	Disagree	Does Not Apply

Department Facilities

Remove These Questions

Please rate the quality of these department facilities.

Quality of department messaging systems.	Poor	Fair	Good	Very Good	Excellent	N/A
Quality of department library site.	Poor	Fair	Good	Very Good	Excellent	N/A

4. Click Add New Question.

5. Enter the question text.
6. If you want this question added to the evaluations of all your courses for the selected evaluation term, not just this course, check that box.
7. Enter an abbreviation for the question.
   Note: The abbreviation is displayed in some reports.
8. Select a question type. The question types you can select from have been set up during What Do You Think? implementation.
9. Do one of the following based on the question type you selected:
   - If you selected Quantitative, select the quantitative answer type you want for the question, if you have the option to do so. Quantitative answer types were set up by your System Administrator during What Do You Think? implementation. You may not have the option to choose an answer type.
   - If you selected Select, enter answer values (abbreviations) and labels (what appear in the question's Select list).
   - If you have selected Written, do nothing—no further action is required.
10. Click Create.
11. Repeat steps 4 - 10 to add more questions.