Most Common Questions about Online Survey Administration

Can a request be made by someone other that the instructor?

Each instructor must make his/her own request, no other instructor or staff member can request on your behalf.

When will students be sent the survey?

Spring 2013

Emails will be sent to students on April 1

Can I (the instructor) choose my own dates?

The online survey period is determined by using a standard time period for all term classes. See OMET Policies

Will I (the instructor) receive notification that students have received the survey?

Yes, instructors will receive an email notifying them that the online surveys have begun.

Will the students receive reminders?

Students will receive three reminders during the survey period. Instructors are encouraged to remind their students as well.

Will the students receive proof that the survey was completed?

Student anonymity is one of the key components of the OMET survey process. See OMET Policies

How can I (the instructor) be sure the correct students receive the survey?

OMET receives data approximately two weeks after the Add/Drop deadline BUT before the Monitored Withdrawal Date. If you have concerns or want to verify enrollment for your class, please Contact Us at omet.pitt.edu.

When/How can I add questions to my survey?

Those instructors who request BEFORE February 8, 2013 will have the option to add questions to their survey. See How to Add IOQ’s (Instructor Optional Questions) to my Survey at omet.pitt.edu.

Can a course from a previous term be surveyed?

Requests will not be honored after the term has ended.

For more detailed information on survey administration, go to the evaluation of teaching page at omet.pitt.edu.