Online *Student Perceptions of Instruction* FAQ for Students

Who participates?
Evaluations are sent to all students enrolled in courses in participating colleges/schools and departments.

How do I access the evaluation (using any computer or mobile device)?

1. *Student jagmail accounts*. When evaluations launch, you will receive an email containing a login link to access your evaluations. You will be able to access evaluations for all courses using this single link.
2. *Canvas*. Use the "EvaluationKIT User" link in the Global Navigation (click your profile picture) on the left side of the screen.
3. *Single sign-on*. Search "EvaluationKIT" on the Applications A-Z (southalabama.edu) webpage and use single sign-on to log in.

How do I obtain a Certificate of Completion?
Once you submit your evaluation, you will receive an email with the certificate of completion attached.

When are evaluations launched?
Evaluations for full-term courses are typically launched during the last three weeks of the semester. Evaluations for part of term courses in specific colleges will have different dates. Students will receive email reminders every three days during the evaluation period.

Problems?
If you are having any problems accessing the evaluations, email: southsurveys@southalabama.edu. Be sure to include your name, email address, course, and section numbers. If you cannot find an email with a link to access your evaluations, please use one of the alternative login methods listed above to access your evaluations. You will not be able to access the evaluation after the deadline has passed.

Online *Student Perceptions of Instruction* FAQ for Faculty

How do I access my results?

1. *Single sign-on*. Search "EvaluationKIT" on the Applications A-Z (southalabama.edu) webpage and use single sign-on to log in.
2. You will be able to access your results once you log in to EvaluationKIT. Results (for both administrators and instructors) are typically available two days after evaluations have closed.
3. For evaluations launched with Class Climate prior to Fall 2019, please contact southsurveys@southalabama.edu to request results.

There is not a survey available for my course/s.

Please contact southsurveys@southalabama.edu or call Institutional Effectiveness at 251-460-6340 if you find that evaluations have launched and there is no survey available for one or more of your courses.

Further Assistance

Submit an email to southsurveys@southalabama.edu or call Institutional Effectiveness at 251-460-6447, Monday through Friday, 8:00AM to 5:00PM.