

# Course Feedback Surveys

## Survey Schedules

All 📅 **Mid-Course** and 📅 **End-of-Course** Feedback Surveys operate on a schedule that is relative to the start and end dates of each course in Colleague, per the tables below.

### Mid-Course Schedule

	% of Course Duration
<b>Course start date</b> (per Colleague)	<b>0%</b>
Instructor opt-in period begins with invite email	<b>30%</b>
Instructor opt-in reminder email #1	<b>35%</b>
Instructor opt-in period ends	<b>40%</b>
<b>Student survey period begins</b>	<b>45%</b>
Student email sent only for opted-in courses	
Student survey reminder email #1	<b>50%</b>
<b>Survey period ends</b>	<b>55%</b>
Instructor reports issued for courses meeting the threshold of at least 3 responses	<b>58%</b>

### End-of-Course Schedule

	% of Course Duration
<b>Course start date</b> (per Colleague)	<b>0%</b>
Instructor opt-in period begins with invite email	<b>60%</b>
Instructor opt-in reminder email #1	<b>70%</b>
Instructor opt-in reminder email #2	<b>75%</b>
Instructor opt-in period ends	<b>80%</b>
<b>Student survey period begins</b>	<b>85%</b>
Student email sent only for opted-in courses	
Student survey reminder email #1	<b>95%</b>
Student survey reminder email #2	<b>100%</b>
Student survey reminder email #3	<b>100% + 5 days</b>
<b>Survey period ends</b>	<b>100% + 10 days</b>
Instructor reports issued for courses meeting the threshold of at least 3 responses	<b>100% + 15 days</b>

### Questions?

- Submit a [service desk ticket](#).
- Email [feedback2@nic.bc.ca](mailto:feedback2@nic.bc.ca).
- Find more details at [Teach Anywhere](#).