SUPPORTING STAFF TO MAKE SENSE OF STUDENT MODULE EVALUATION

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Successful Implementation of Institutional Approach

Phase 1: Early adopters 2019-20 (S1)

23 modules

Fixed question set

Single evaluation window

Phase 2: More flexibility 2019-20 (S2)

64 modules

16 out of 20 Departments/Schools within 3 Faculties

Mid and end semester evaluation windows

Question bank

Phase 3: Wider Adoption 2020-21

1162 modules

Customisation

Increased functionality

Wider adoption across all 4 Faculties

Full implementation 2021-22

2000+ modules

All credit-bearing UG/PG modules

Partnership Working at Strathclyde

THE FACULTY OF **ENGINEERING**
www.strath.ac.uk/engineering

THE FACULTY OF **SCIENCE**
www.strath.ac.uk/science

THE FACULTY OF **HUMANITIES & SOCIAL SCIENCES**
www.strath.ac.uk/humanities

STRATHCLYDE BUSINESS SCHOOL
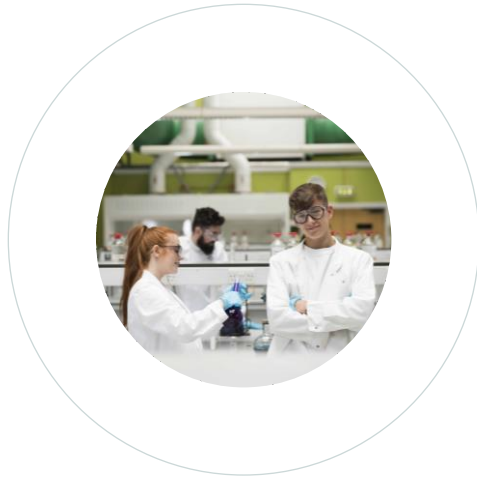www.strath.ac.uk/business

Education Enhancement

Information Services

Organisational and Staff Development Unit

Strath Union

Student at centre of the module evaluation process

Closing the feedback loop is mandatory

Student reports show the reflections from teaching staff along with a summary of results

No free text comments are shared but thanks included as acknowledgement

Final module report includes comments for easy reference to aid wider evaluation and enhancement activities
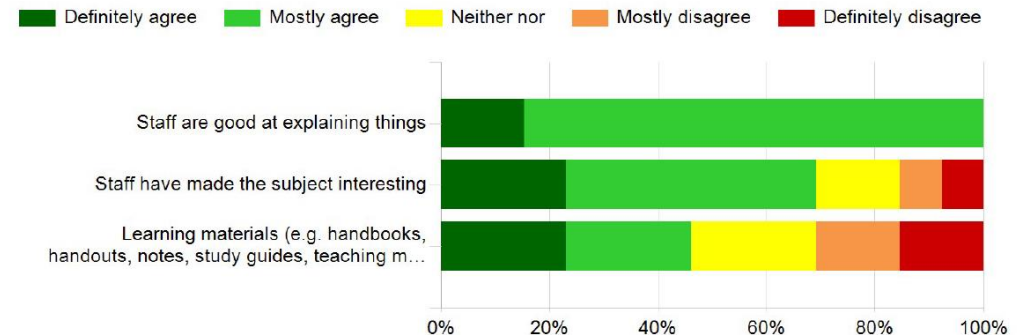
Reflections from Teaching Staff

Module Name: Student Module Evaluation Demo

1. ◦ Thank you for taking time to complete the module evaluation questionnaire.

   The majority of comments on this module were positive and I am pleased that there is enthusiasm for the subject. I will continue to post solutions to tutorial questions on Myplace at the end of each week as these are clearly well used. A small number of students reported that they are unhappy with their project allocation, therefore I will hold a short session on Friday 29th November 2019 during the last 10 minutes of class to offer information on alternative projects that can be selected should anyone wish to change. Based on student comments about preparation for the exam, I will use the final lecture slot for working through past papers and an open question and answer session if required.

Module Questions

Learning and Teaching

■ Definitely agree ■ Mostly agree ■ Neither nor ■ Mostly disagree ■ Definitely disagree

Staff are good at explaining things

Staff have made the subject interesting

Learning materials (e.g. handbooks, handouts, notes, study guides, teaching m...

0%   20%   40%   60%   80%   100%

Challenges

Privacy / professionalism

How are results used

Putting student at the centre of the process while ensuring that staff feel fully supported

Responding to negative feedback

Ownership / momentum

Consultation

Staff and student input into policy development

Academic representation on Project Board

Ongoing feedback throughout project

Consultation group post project to maintain engagement

Activating module evaluation

University of Strathclyde Glasgow

Quick Settings

Module Evaluation — No

Class Open — No

Guest Access — Yes

Class Rollover Action — Roll over

Enrolment Methods — View Enrolments

Gradebook Settings

What does this mean?

Upon logging into the Myplace class site, a Module Evaluation toggle will appear in the Quick Settings bar

Slide the toggle to Yes and an additional link will appear to allow preferences to be set.

When Module Evaluation is first toggled on, the settings screen pops up automatically.

Quick Settings

Module Evaluation — Yes

Module Evaluation Set Up

Class Open — No

Guest Access — Yes

Class Rollover Action — Roll over

Enrolment Methods — View Enrolments

Gradebook Settings

What does this mean?

Preferences can be selected at a later date by clicking the link to set up

Important!
If no evaluation window is selected, the module evaluation will not run.

It is recommended that preferences are set when module evaluation is activated.

Setting module timing

University of Strathclyde Glasgow

Viewing as a Module Evaluation Administrator

Module Evaluation Settings

Caution! Turning on the module evaluation for a Myplace class site will survey all of its associated class codes. Please check to ensure before saving your settings that students are not going to be surveyed multiple times for the same module.

To update the evaluation dates after they have been set, please contact modules@surveys.strath.ac.uk.

Collapse all

▼ Module Timing

Module Timing

Survey at

Semester 1
Semester 2
Both Semesters
Summer Term

▼ Survey Period

For information on University weeks in the summer term see University Timetabling weeks.

Save changes   Cancel

From the drop-down, select whether the module runs in Semester 1, Semester 2 or Both Semesters. Alternatively, select the Summer Term for modules running over the summer months.

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To update the evaluation dates after they have been set, please contact modules@surveys.strath.ac.uk.

Collapse all

▼ Module Timing

Module Timing — Summer Term

Survey at

Middle of Semester
End of Semester
Mid & End Semester

▼ Survey Period

For information on University weeks in the summer term see University Timetabling weeks.

Mid-Summer Term Evaluation — From start of — Until end of — Mid-Survey Type — Standard format questionnaire

End-Summer Term Evaluation — From start of — Until end of

Save changes   Cancel

Next, select when the module evaluations should take place; this will determine the Survey Period dates below. *Note: the module evaluation timings may be different to the timings of your module e.g. Mid Semester evaluation window might be the end of a short module*

Monitoring Response Rates

University of Strathclyde

Demo of Module Evaluation Semester 1 2019-20 for Student Module Evaluation Demo

Medium — Online

Timing — Scheduled

- Start Date 2019-10-29 00:00
- End Date 2019-11-12 23:59

Response Rate

	Responded	Invited	% Rate
Students	6	35	17.14%

Start and end dates for the module evaluation survey window (as set in Myplace Quick Settings)

Refresh the response rates by clicking the arrow button on the right hand side

Powered by blue

Once the module evaluation survey has closed, the response rates no longer appear in the task list. To extend the evaluation survey window contact modules@surveys.strath.ac.uk.

Selecting Questions

University of Strathclyde Glasgow

Addition & Removal of A Question From Selection

Assessment & Feedback
Collapse Section   Open All Questions

Preview — The criteria used for marking assessments have been made clear in advance — Select — Deselected

Preview — Feedback on my work so far has been timely (within 15 working days) — Selected — Deselect

Press select to add question.

Press deselect to remove question

The preview button beside each question shows how it will be displayed in the survey.

Selected questions will appear in green text.

Preview of Questionnaire

Question Personalisation (Demo)

Messages
When this icon is visible, you can modify text.
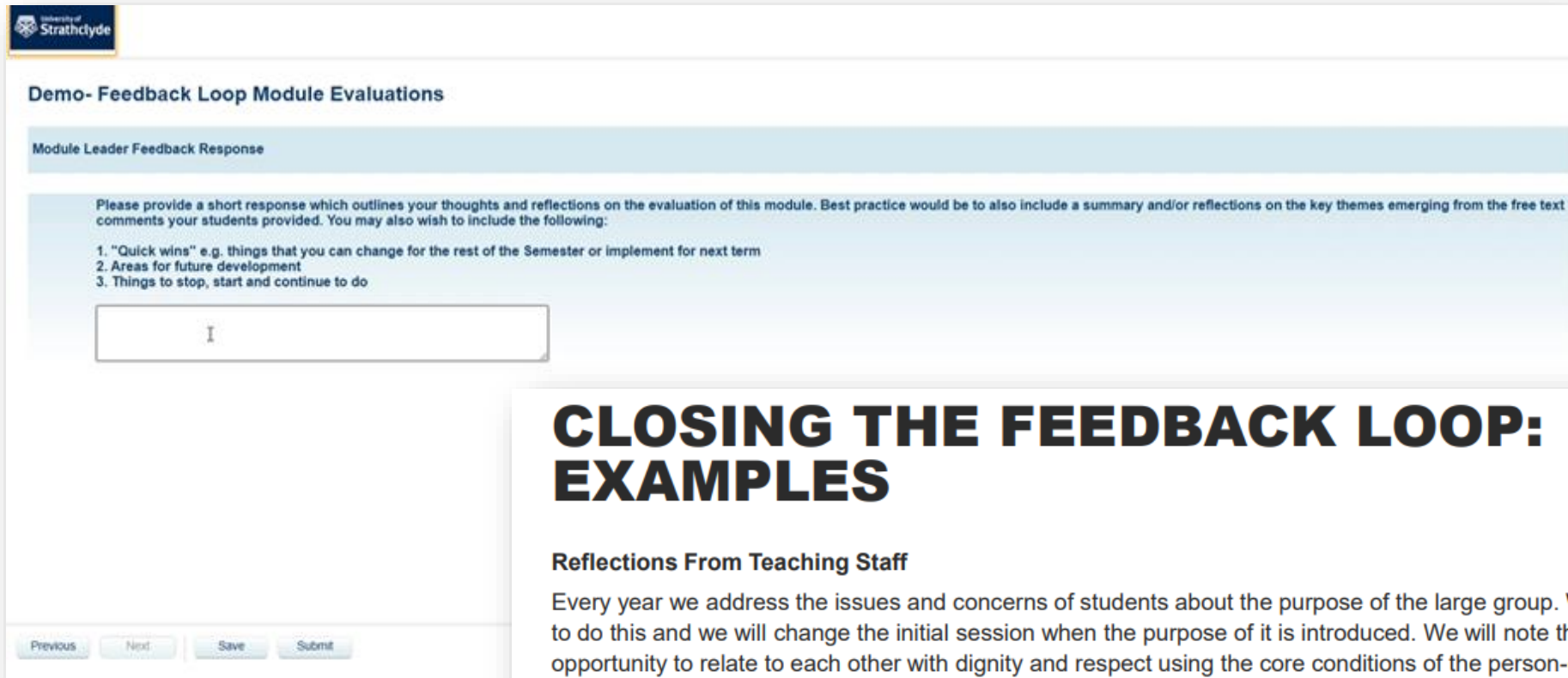There are no errors to display

Instructions [Hide]
The following questions allow you to customise the questionnaire framework to best suit your needs. You are able to select a total of 4 selectable questions to include in the questionnaire.

Item List
Preview

View   Optional items   All options

A preview of questionnaire with the additional question(s) selected is available by selecting Preview at the top of the list.

Demo- Feedback Loop Module Evaluations

Module Leader Feedback Response

Please provide a short response which outlines your thoughts and reflections on the evaluation of this module. Best practice would be to also include a summary and/or reflections on the key themes emerging from the free text comments your students provided. You may also wish to include the following:

1. "Quick wins" e.g. things that you can change for the rest of the Semester or implement for next term
2. Areas for future development
3. Things to stop, start and continue to do

Previous   Next   Save   Submit

CLOSING THE FEEDBACK LOOP: EXAMPLES

Reflections From Teaching Staff

Every year we address the issues and concerns of students about the purpose of the large group. We will continue to do this and we will change the initial session when the purpose of it is introduced. We will note that it is an opportunity to relate to each other with dignity and respect using the core conditions of the person-centred counsellor in training. Where this is not upheld the tutors will have a more active role to minimise any harm to students. That will be good practice and hopefully ensure a better experience of the group for students.
I was pleased that the small PPD groups were viewed positively and we will be having more of these next year.
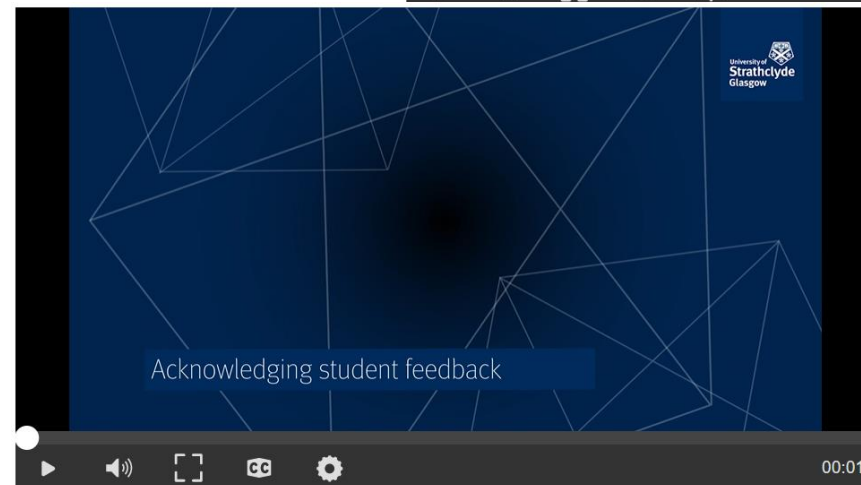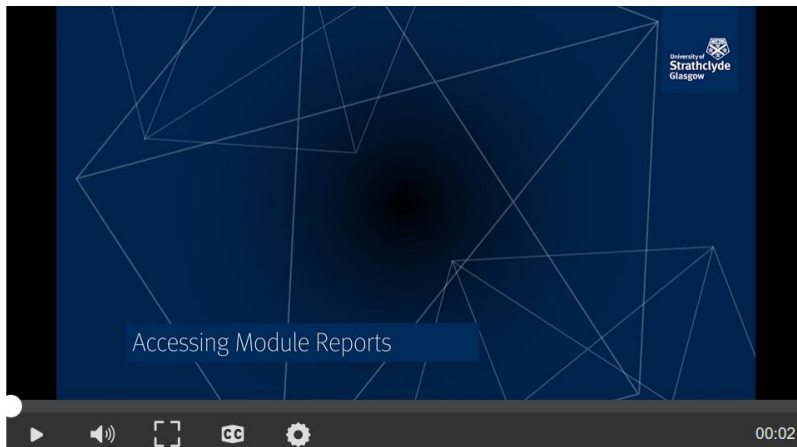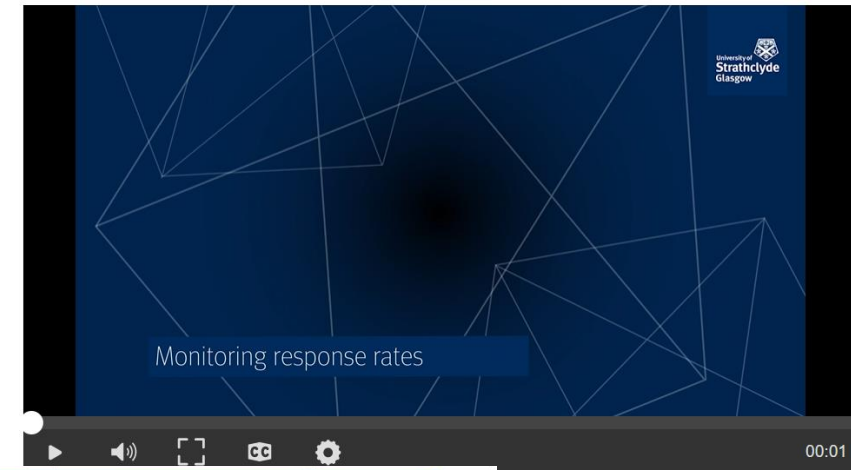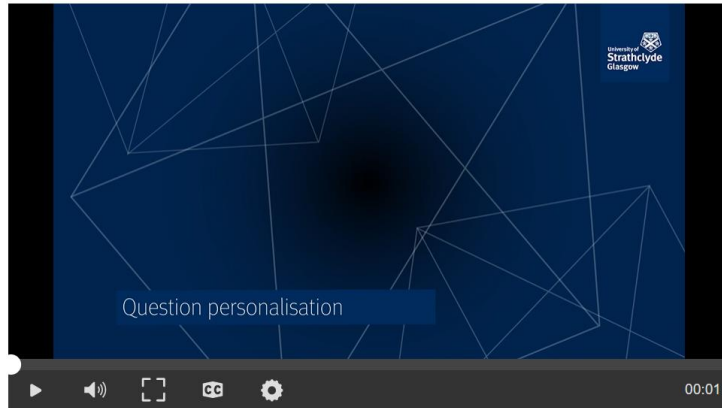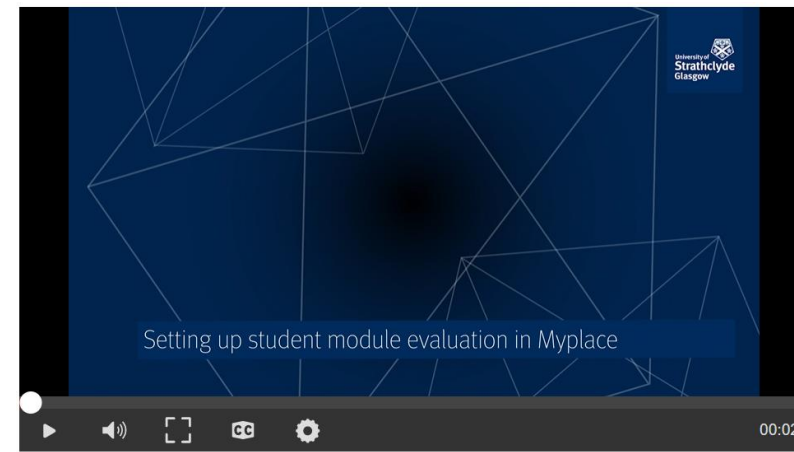
Reflections From Teaching Staff

I was pleased with the responses to this class. Most people learned a lot. We will consider moving some of the content to enable students to practice the topics while they are training and get supported feedback about their performance.
I was delighted to hear the finding employment input was so well received. This will continue and hopefully have some of this year's students come back to speak next year. We plan to add more employers to the list of speakers and add in time to practice interviewing skills with a demonstration by tutors.

Module Evaluation Schedule

Evaluation Survey Close	Module Report Issued to Module Leader	Module Leader Response to students due	Student reports issued
Semester 1			
Week 4 (Friday)	Week 5 (Monday)	Week 6 (Tuesday)	Week 6 (Friday)
Week 5 (Friday)	Week 6 (Monday)	Week 7 (Tuesday)	Week 7 (Friday)
Week 6 (Friday)	Week 7 (Monday)	Week 8 (Tuesday)	Week 8 (Friday)
Week 7 (Friday)	Week 8 (Monday)	Week 9 (Tuesday)	Week 9 (Friday)
Week 8 (Friday)	Week 9 (Monday)	Week 10 (Tuesday)	Week 10 (Friday)
Week 9 (Friday)	Week 10 (Monday)	Week 11 (Tuesday)	Week 11 (Friday)
Week 10 (Friday)	Week 11 (Monday)	Exam Week 1 (Tuesday)	Exam Week 1 (Friday)
Week 11 (Friday)	Exam Week 1 (Monday)	Exam Week 2 (Tuesday)	Exam Week 2 (Friday)
Exam Week 1 (Friday)	Exam Week 2 (Monday)	Christmas Vacation Week 1 (Wednesday)	Consolidation Week Sem 2 (Monday)
Exam Week 2 (Friday)	Christmas Vacation Week 1 (Monday)	Christmas Vacation Week 2 (Friday)	Consolidation Week Sem 2 (Monday)
Semester 2			
Week 4 (Friday)	Week 5 (Monday)	Week 6 (Tuesday)	Week 6 (Friday)
Week 5 (Friday)	Week 6 (Monday)	Week 7 (Tuesday)	Week 7 (Friday)
Week 6 (Friday)	Week 7 (Monday)	Week 8 (Tuesday)	Week 8 (Friday)
Week 7 (Friday)	Week 8 (Monday)	Week 9 (Tuesday)	Week 9 (Friday)
Week 8 (Friday)	Week 9 (Monday)	Week 10 (Tuesday)	Week 10 (Friday)
Week 9 (Friday)	Week 10 (Monday)	Week 11 (Tuesday)	Week 11 (Friday)
Week 10 (Friday)	Week 11 (Monday)	Spring Break Week 1 (Tuesday)	Exam Week 1 (Tuesday)
Week 11 (Friday)	Spring Break Week 1 (Monday)	Spring Break Week 2 (Tuesday)	Exam Week 1 (Tuesday)
Spring Break Week 1 (Friday)	Spring Break Week 2 (Monday)	Exam Week 1 (Thursday)	Exam Week 2 (Monday)
Spring Break Week 2 (Thursday)	Exam Week 1 (Tuesday)	Exam Week 2 (Wednesday)	Exam Week 2 (Friday)
Exam Week 1 (Friday)	Exam Week 2 (Monday)	Exam Week 3 (Wednesday)	Exam Week 3 (Friday)
Exam Week 2 (Friday)	Exam Week 3 (Tuesday)	Exam Week 4 (Wednesday)	Exam Week 4 (Friday)
Exam Week 3 (Friday)	Exam Week 4 (Monday)	Exam Week 5 (Tuesday)	Exam Week 5 (Friday)
Summer Term calculator - use when non-standard evaluation dates fall outside of Semester calendar (see Notes)			
End of Week A (Friday)	Week B (Monday)	Week C (Tuesday)	Week C (Friday)

Setting up student module evaluation in Myplace

Question personalisation

modules@surveys.strath.ac.uk

Monitoring response rates

Accessing Module Reports

Acknowledging student feedback

Micro-CPD

Student Module Evaluation at Strathclyde

Jacqueline Jahn
module evaluation project officer

Academic Year 2021-22 sees the full adoption of our institution-wide approach to Student Module Evaluation. This activity supports the Strathclyde student experience and helps to ensure we continue to capture and benefit from our students' feedback as a vital insight into our learning and teaching planning and enhancement activities.

This video provides a brief overview of how the systems works along with some views from academic staff and students who participated in the phased implementation project.

For further resources and tutorial videos on module evaluation, visit Student Module Evaluation – Staff Information on Myplace and our Student Module Evaluation Policy.

Micro-CPD

Seven steps to making sense of class evaluation data

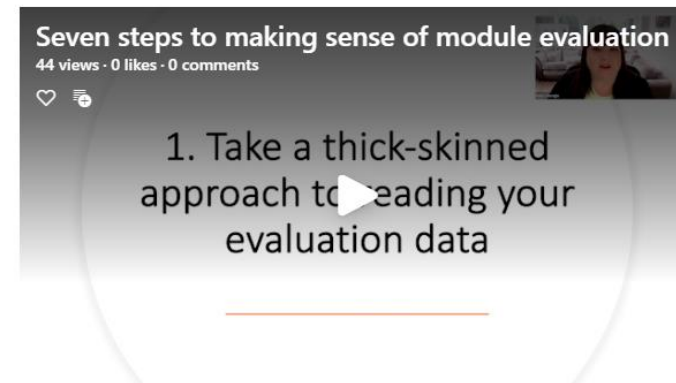Kathleen Savage
senior teaching fellow
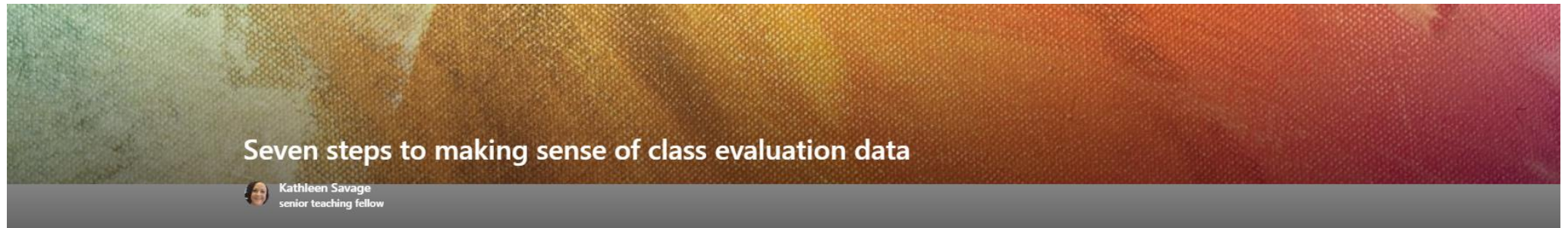
Module Evaluation at Strathclyde

At Strathclyde we have recently implemented a module evaluation system and the first point to note is that the purpose of this system at Strathclyde is for enhancement. Student evaluation data is not perfect, but it does provide important information and insights that you can use to improve your class and your learning and teaching practice.

The Strathclyde Student Module Evaluation Policy describes the roles and responsibilities of all staff involved in this process.

I've been reflecting on how as teachers we make sense of class evaluations and in this video I would like to share my thoughts on 'Seven steps to making sense of class evaluation data'.

These steps are,

Seven steps to making sense of module evaluation
44 views · 0 likes · 0 comments

1. Take a thick-skinned approach to reading your evaluation data

Seven steps

Student evaluation data is not perfect, but it does provide important information and insights that you can use to improve your class and your learning and teaching practice.

Seven steps to making sense of class evaluation data

- Take a thick-skinned approach to reading your evaluation data

- Look for general trends and themes in the evaluation data

- Reflect honestly on your evaluation report

- Choose one or two things to improve on in your next delivery of the class

- If you need help, know where to go

- Let students know that you value their feedback

- Gather interim feedback on how your changes are going

REFLECTIONS AND NEXT STEPS

Embedding

Process

Development materials

Support cycle for each year

Maintaining Momentum

Frequent changes of roles and responsibilities

Flexibility / agility

Continued Engagement

Continued feedback from staff and students

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