

We're adding a new tool in Moodle to encourage students to complete online course evaluations. Moodle course shells will include a link at the top of the page for students to access their *What Do You Think?* online course evaluation forms. The link is tied to each user's account, thanks to the integration of our data systems.

## IMPORTANT: Link Must Be Set Up

**The link that is provided in your course shell needs to be configured before it will work.** If you do not set up the link, it will lead to a "page not found" error message once the link becomes visible at the end of the term.

Setting up the link just takes a moment—see instructions on the following page.

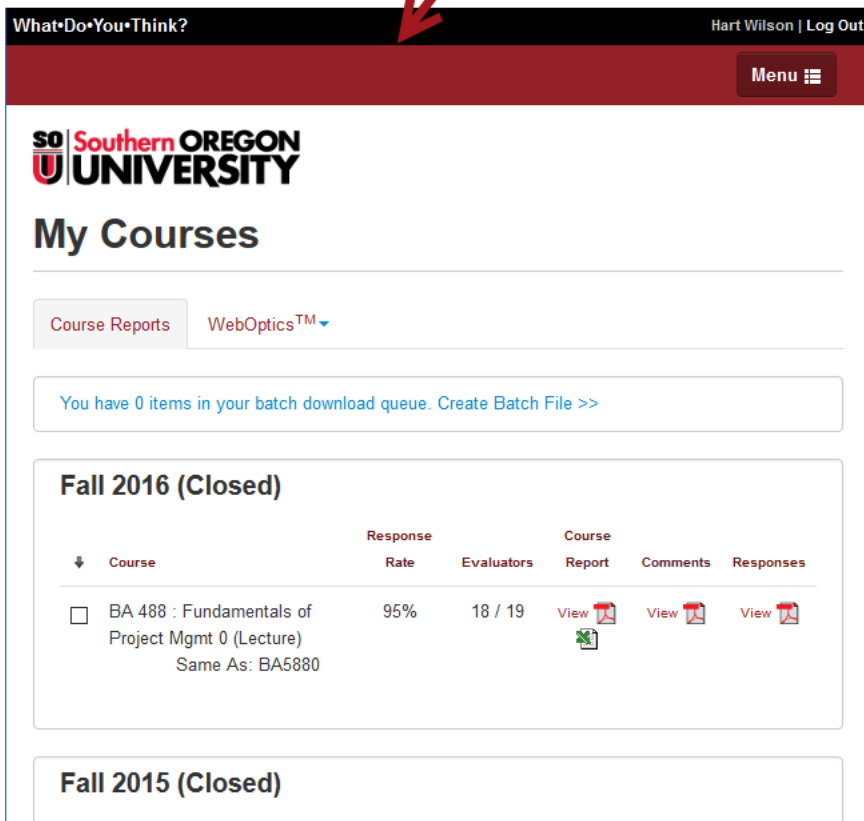
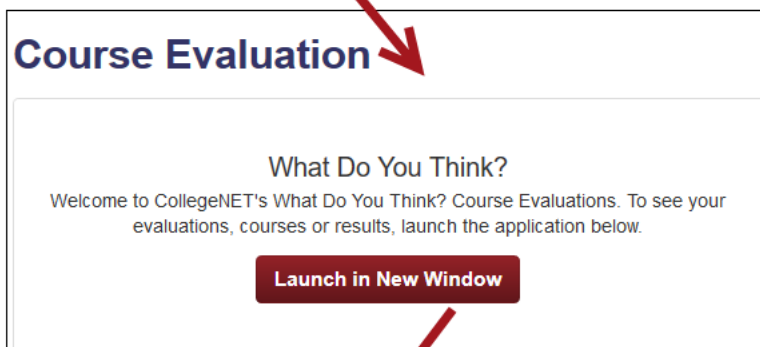
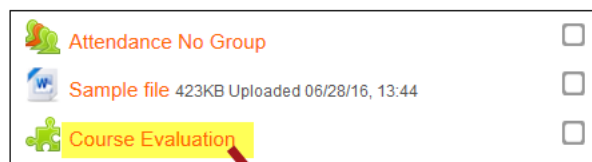
## Links Remain Hidden

Because the forms are only available to students at the end of the term, access to the link is restricted; the link will **only** be visible to students between the evaluation period start and end dates. Faculty can access their evaluations from prior terms by clicking on the link at any time.

Clicking on the link will open a window with a link to launch the *What Do You Think?* interface. Faculty will see course evaluation reports from completed terms, while students will see links for the courses they are currently taking. The illustration at right shows how the link will work, once it becomes available to students.

## Delete the Faculty Notice

The evaluation link will be accompanied by a label explaining how to set it up. To delete the label, turn editing on in your course and click on the **Edit** pull-down menu associated with the label. Select **Delete**, then confirm the deletion.




# Course Evaluation Links

## Set Up the Link

As shown at right, access to the course evaluation link is restricted to a two-and-a-half-week period at the end of the term. It will be completely hidden from students the rest of the time.

To make the link work as it should, you need to connect it to the course evaluation system:

1. Turn editing on in your course.
2. Click on the **Edit** link associated with the  **Course Evaluation** item.
3. Click on **Edit settings**.
4. On the **Updating External tool** page, open the **Preconfigured tool** pull-down menu and select **WDYT**.
5. In the **Grade** option area, use the **Grade Type** pull-down menu to select **None**.
6. Scroll down—no other fields need to be adjusted—and **Save** changes.

When the evaluation period begins, the link will be displayed on your course page. Once the period ends, the link will again be hidden from students.

## Links Can Be Deleted

These course evaluation links simply serve as a short-cut into the *What Do You Think?* system. You may delete a course evaluation link if you wish. If you import a link from a prior term, be sure to look at the access dates to ensure that you don't delete the current link.

