Motivating students to complete course evaluations is especially valuable to the iterative process of improving courses. There are several proactive strategies faculty can employ to increase student response rates so the feedback received is inclusive, representative, and meaningful.

**Visibility and engagement**
- Create an assignment link on your Blackboard
- Include the evaluation as an assignment on your syllabus
- Provide directions to access the evaluations (feel free to share the “How to Access” video we created)

**Why should students participate?**
- To help instructors improve how course content is delivered
- To reflect on their learning throughout the semester
- To benefit future students

**Strategies to consider**
- Offering extra credit for completing the evaluation via honor code or screenshot of submission page
- Offering as a collective incentive extra credit if a set response rate is achieved (e.g. 80% completion)
- Sending reminders before and during the evaluation period

**How to encourage student participation**
- Assure anonymity
- Provide time in class to complete the evaluation
- Let students know you will not be able to see evaluation feedback until after final grades are submitted, and they will remain anonymous

**What should instructors consider?**
- Talking with students about the value of their honest feedback
- Sharing how courses have changed due to student feedback
- Providing examples of constructive feedback (both positive and negative)

**Resources**
- How to take a screenshot with an iPhone or Android device, print screen on a PC or Mac
- Best Practices for Improving Online Evaluation Response Rates
- Using Student Feedback to Improve Your Teaching