

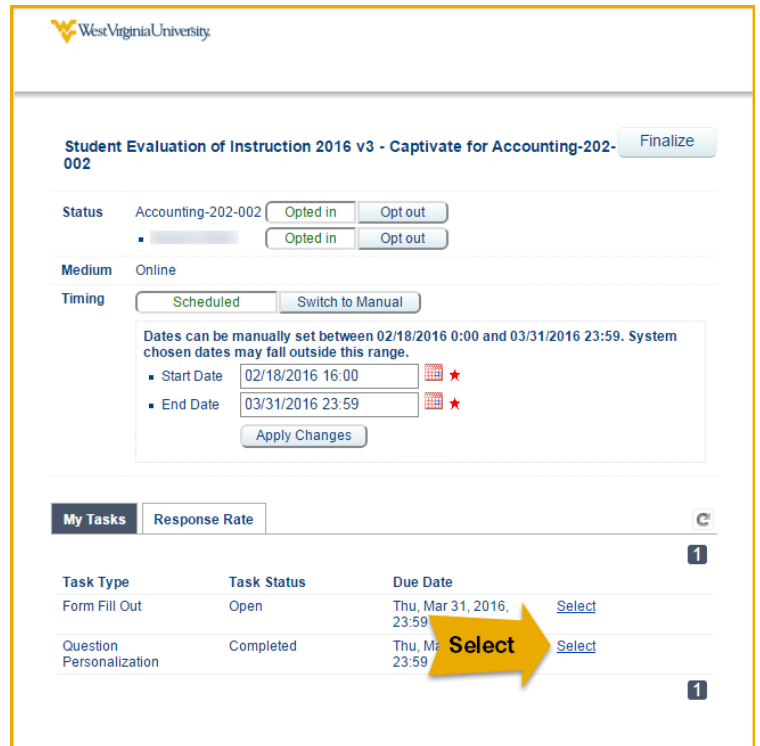
Question Personalization in SEI

The Faculty Senate approved new questions for the survey. While the new survey does contain more questions, some of the student background questions have been eliminated. You may view the [new questions](#).

Faculty will continue to have the option of writing three unique questions related to their course objectives and selecting three questions related to their class structure.

Select Questions

1. Open a web browser and go to <http://it.wvu.edu/sei>. **Login** using your WVU credentials.
2. **Select** the **Section** you wish to update.
3. On the bottom of the window, on the My Tasks tab, you will see Question Personalization, to the right **Select Select**.
4. Under *Select your questions from the question bank*, **Select Show Section**.
5. Review the questions, then choose the questions by **Selecting Select** next to the question.
6. Next, scroll down the page, **Select Show Section** under *Create custom-worded questions*.



Student Evaluation of Instruction 2016 v3 - Captivate for Accounting-202-002

Status: Accounting-202-002 [Opted in] [Opt out]

Medium: Online

Timing: [Scheduled] [Switch to Manual]

Dates can be manually set between 02/18/2016 0:00 and 03/31/2016 23:59. System chosen dates may fall outside this range.

Start Date: 02/18/2016 16:00

End Date: 03/31/2016 23:59

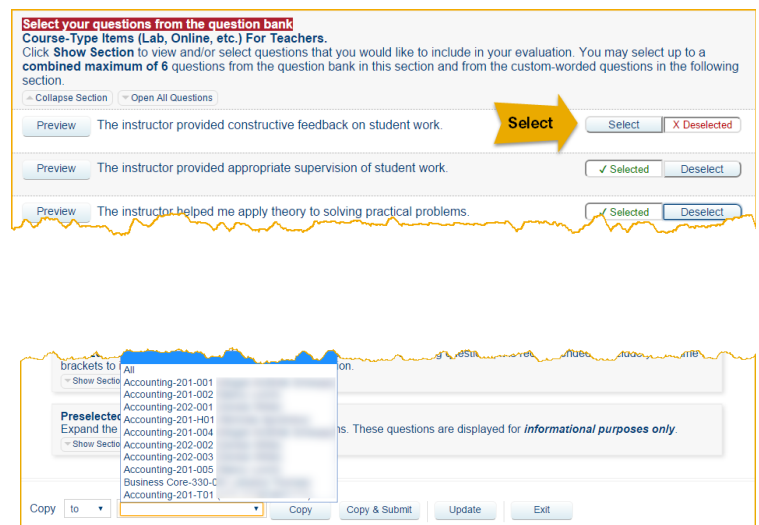
Apply Changes

Task Type	Task Status	Due Date	
Form Fill Out	Open	Thu, Mar 31, 2016, 23:59	[Select]
Question Personalization	Completed	Thu, Mar 31, 2016, 23:59	[Select]

Copy Questions to Another Evaluation

The following should be completed from the question personalization page

1. **Select** the **drop-down arrow** then **Select a Section** to copy the personalized questions to.
2. **Select Copy** or **Copy & Submit**. Copy saves the questions to the other evaluation. Copy & Submit saves the questions and submits the questions.



Select your questions from the question bank

Course-Type Items (Lab, Online, etc.) For Teachers

Click Show Section to view and/or select questions that you would like to include in your evaluation. You may select up to a combined maximum of 6 questions from the question bank in this section and from the custom-worded questions in the following section.

[- Collapse Section] [+ Open All Questions]

Preview	The instructor provided constructive feedback on student work.	[Select] [X Deselected]
Preview	The instructor provided appropriate supervision of student work.	[Selected] [Deselect]
Preview	The instructor helped me apply theory to solving practical problems.	[Selected] [Deselect]

brackets to [All] on

[- Show Section] Accounting-201-001
Accounting-201-002
[- Show Section] Accounting-202-001
[- Show Section] Accounting-201-H01
[- Show Section] Accounting-201-004
[- Show Section] Accounting-202-002
[- Show Section] Accounting-202-003
[- Show Section] Accounting-201-005
[- Show Section] Business Core-330-C
[- Show Section] Accounting-201-T01

Copy to [Accounting-201-T01] [Copy] [Copy & Submit] [Update] [Exit]