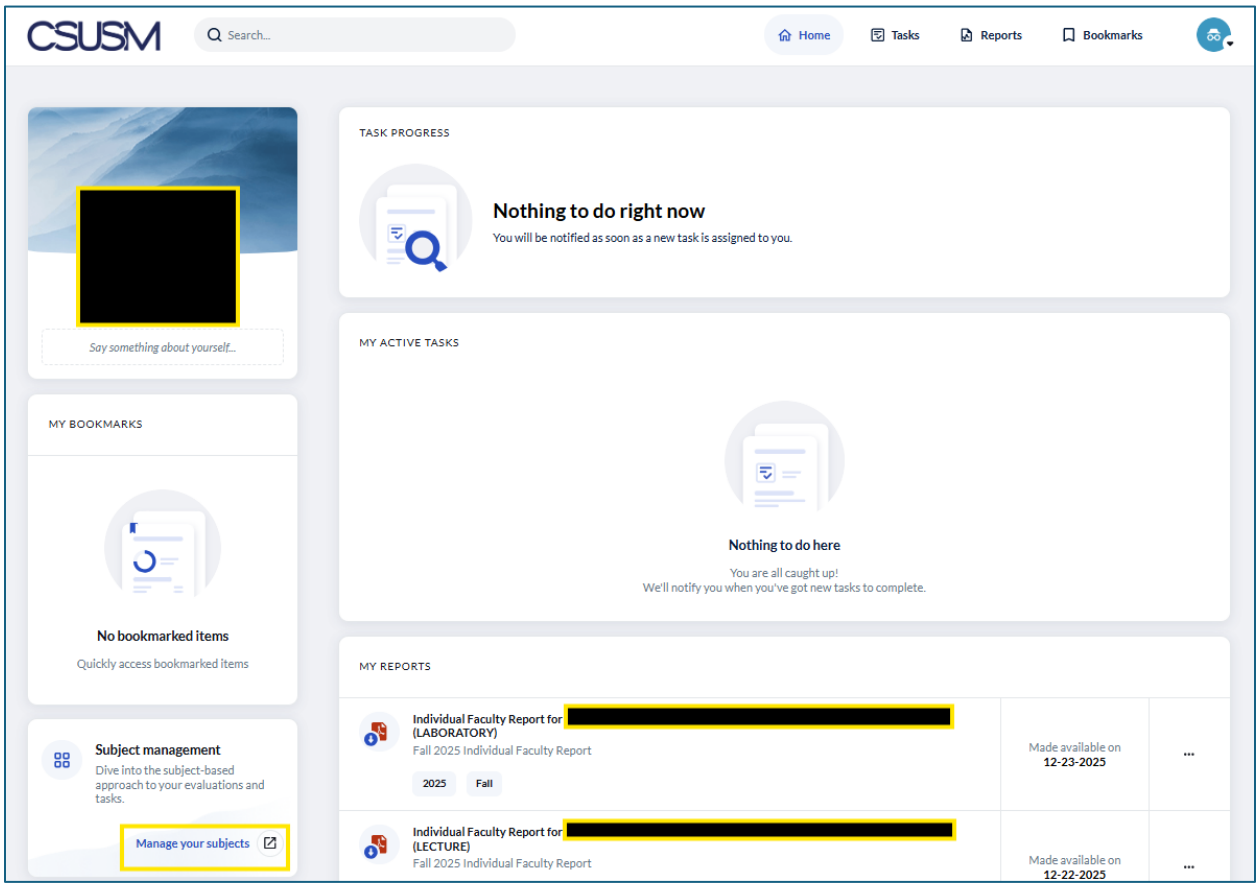
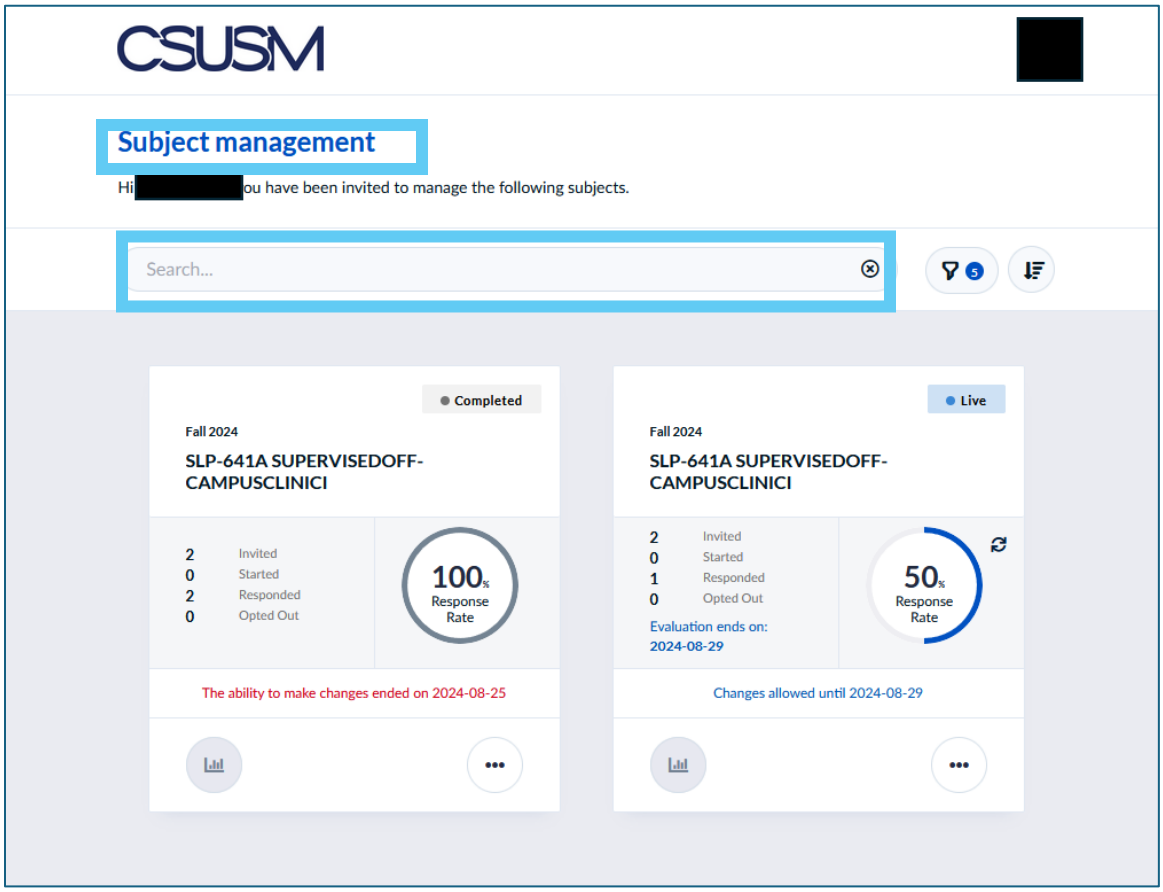
# Monitoring Response Rates for Student Feedback Surveys

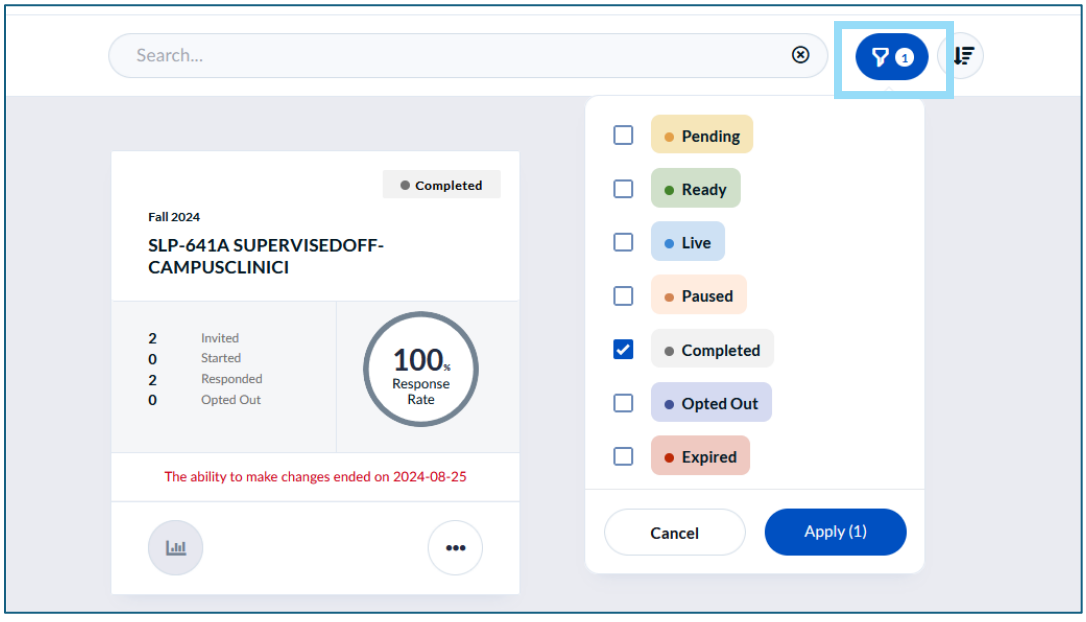
Instructors will receive an email notification the day before students are able to start filling out and submitting their Student Feedback Surveys. Instructors can monitor response rates by logging into CSUSM's Student Feedback Surveys system, Blue. Once a survey has been opened for feedback, instructors may begin viewing their response rates in real time.

Step 1: Please sign into Blue and click "Manage your subjects" on the bottom left.



Step 2: Response Rates can be monitored in the ‘Subject Management’ view for instructors, it provides an overview of all evaluations and can be filtered by statues (e.g., Live, Pending, or Completed). A search feature is also available to find a particular class.



Step 3: The refresh icon below can be clicked to refresh the Response Rate status.

