Accessing and Completing Online SEEQ Evaluations

To complete the online SEEQ evaluation, you only require a web browser.

- 1. Log in to your U of M email account.
- 2. You will find an email with the course name.
- 3. When you open the email, there will be a link to the survey.
- 4. This link is randomly generated in order to give you access to complete a survey for the course once.
- Even though the link is unique for each student, the program does not track who the student is – each student's responses are completely anonymous.
- 6. The survey will stay active until you submit your evaluation or the window of time to take this survey expires. We have set the link up to be active until December 5, 2014, 11:59 PM.
- If you do not submit your evaluation and exit the browser, you can access the survey again, but your previous responses will not be saved – you must complete the survey once again.
- 8. You can change your rating for each question as often as you like until you submit the survey. Once submitted, your answers become final.
- 9. Once you submit your survey, close your browser. The SEEQ has been completed.

If you experience technical problems, contact 8600 for technical support.