

# Student Feedback Quick Guide for Students

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# SECTION 1

## Access Student Feedback Survey

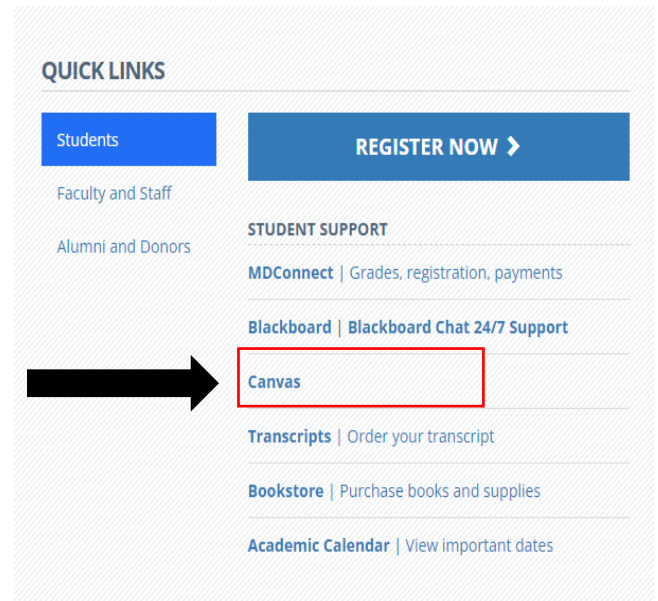
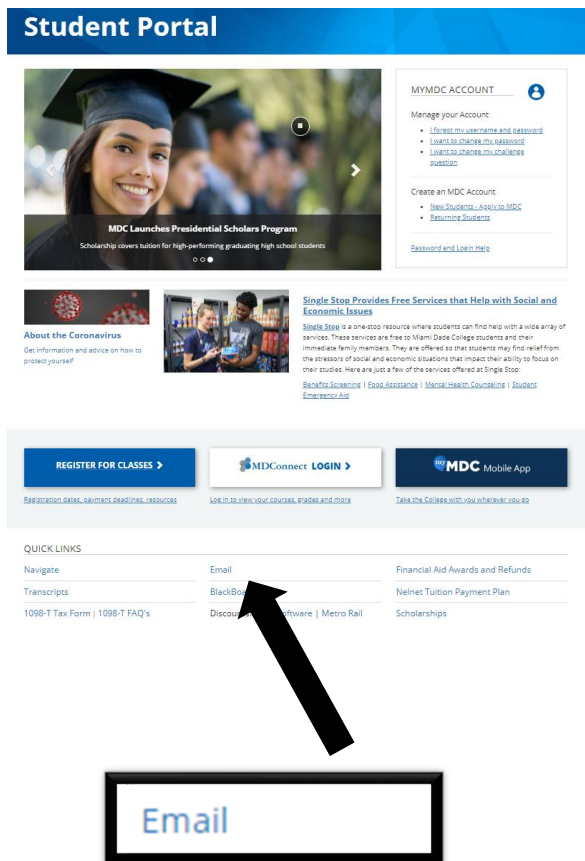
There are two options for students to access the Student Feedback Surveys.

### Option A

Students may access the Student Feedback Survey in CES via their **MyMDC e-mail** by clicking a unique link in the invitation email.

### Option B

Students log into Canvas through the MDC Student Portal by clicking Canvas\*.



**\* This access only pertains to the courses that are already in Canvas**

# SECTION 2 – Option A

## Login to MyMDC Email

Miami Dade College

Sign in with your Miami Dade College account:

someone@example.com

.....

Sign in

[Forgot Username or Password?](#) | [Reset Temporary Password](#)

If you do not have a student account and would like to create one now:  
[Create My Student Account](#)

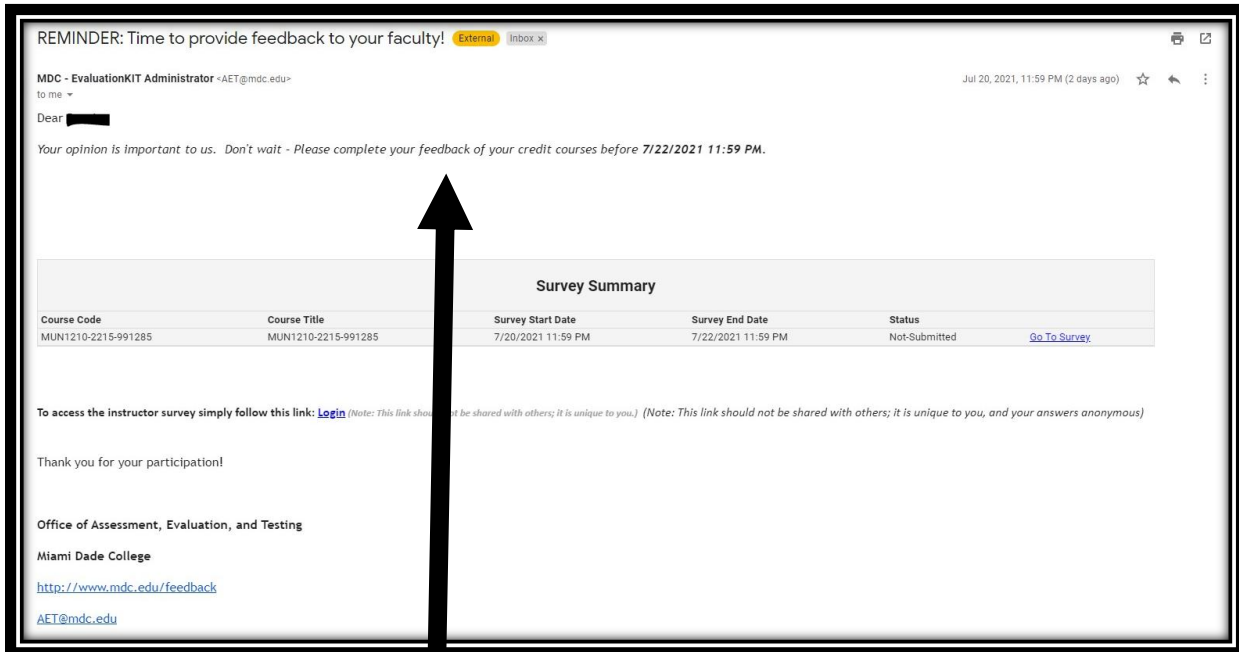
**Get Help**  
Contact the Help Desk at 305-237-2505

Enter MDC student credentials to login to MyMDC email.

**NOTE:** If students selected **Option A** in **SECTION 1** to login, then skip **SECTION 3B** and continue on to **SECTION 4**.

# SECTION 2 – Option A

## Email Sample to Students



Email

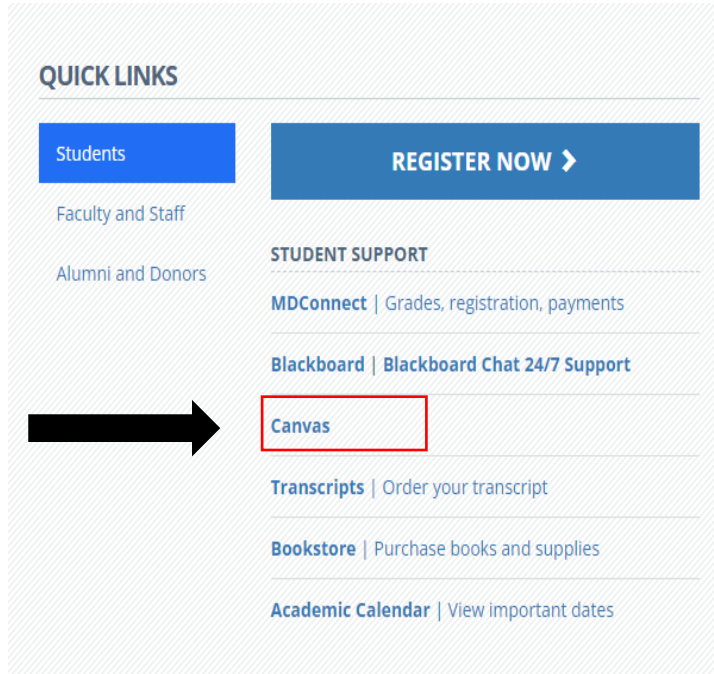
**NOTES:** All MDC students have a Canvas account.

The Survey Summary includes a list of courses that require Student Feedback for each student.

The Student Feedback Survey will be available on a specific start date.

# SECTION 3 – Option B

## Login to Canvas via MDC Student Portal



The screenshot shows the 'QUICK LINKS' section of the MDC Student Portal. On the left, there are three links: 'Students' (highlighted in blue), 'Faculty and Staff', and 'Alumni and Donors'. On the right, there is a large blue button labeled 'REGISTER NOW >'. Below this is the 'STUDENT SUPPORT' section, which includes links for 'MDConnect | Grades, registration, payments', 'Blackboard | Blackboard Chat 24/7 Support', 'Canvas' (highlighted with a red box and a black arrow pointing to it from the left), 'Transcripts | Order your transcript', 'Bookstore | Purchase books and supplies', and 'Academic Calendar | View important dates'.

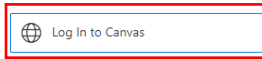
# SECTION 3 - Option B

## Log into Canvas using Canvas Portal



### WELCOME

Miami Dade College has chosen Canvas as our next Learning Management System. We look forward to working collaboratively with our faculty and students. Please use this page as your one-stop resource for everything Canvas!



# SECTION 3 - Option B

## Student's View in Canvas

Click Student Course Evaluations in the left-side navigation pane.

Summer Term 2022

- Home
- Syllabus
- Modules
- Grades
- Announcements
- Chat
- Smarthinking Online Tutoring
- Macmillan Learning
- Panopto Videos
- Zoom Meetings
- Student Course Evaluations**

### ENC1102-2225-5896

Start Here | Modules | MDC Resources

Student Rights and Responsibilities | MDC Library and Tutoring | Help and Support

**Welcome to ENC 1102!**

I am glad you decided to join my class. Please click on the "START HERE" option above to get started!

See you every Tuesday and Thursday in Room 7214 at the North Campus from Tuesday, May 10 to Tuesday, June 14, 2022.

Dr. Barsony

#### Navigation Tip

The left-side navigation menu includes a "Modules" button, which acts as a gateway to the [Class Overview](#), [Instructor Information](#), learning content, and other helpful resources (including Canvas support).

If you are accessing this course from a mobile device, please review the following: [Mobile Guides - Canvas Student](#)

ENC1102-2225-5896(English Comp 2 May 31 at 1:07am)

ROOM CHANGE: ... X

ENC1102-2225-5896(English Comp 2 May 31 at 11:40am)

Module 6: 8\_Pro E... X

ENC1102-2225-5896(English Comp 2 10 points | May 31 at 11:59pm)

Office Hours X

ENC1102-2225-5896(English Comp 2 Jun 1 at 10:25am)

Module 7: 1\_APA S... X

ENC1102-2225-5896(English Comp 2 Jun 1 at 11:59pm)

Module 7: 2\_Using ... X

ENC1102-2225-5896(English Comp 2 Jun 1 at 11:59pm)

Module 7: 3\_Using ... X

ENC1102-2225-5896(English Comp 2 Jun 1 at 11:59pm)

**Recent Feedback**

Nothing for now

**Course Evaluation**

ENC1102-2225-5896(English Comp 2 Completed 6/14/2022 10:44 AM)

# SECTION 4

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## Student Feedback Responses

Please note: Student feedback responses are anonymous and confidential. Student's course evaluation feedback is not distributed to instructor until after all grades have been submitted.

Your instructors do not know which students responded or what responses individual students provided. However, instructors can track overall response rates from their courses.

## SECTION 5

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### Student Access to CES

#### **Students can access CES in the following four options:**

Once the course evaluations period begins, students will:

- Receive an email with a unique link that will take them to their Canvas homepage
- Receive automated Canvas dashboard survey notifications
- Access evaluations directly from Canvas
- Receive reminders every 3 days and pop-up reminders in Canvas until they complete all evaluations

# SECTION 6

## Student's View in Canvas

The screenshot displays the Canvas student view interface. On the left is a vertical navigation bar with icons for Home, Profile, Dashboard, Calendar, Messages (15), Clock, and Help. The main content area shows a list of assignments:

- Your Choice**  
ENC1102-2225-5896  
5 out of 5  
"Everything does not need to be an essay! Follow the directions carefully!"
- ✓ **Module 6: 13\_Con Essay Final Submission**  
ENC1102-2225-5896  
17 out of 20  
"Good work. Please see me in office hours."
- ✓ **Module 6: 9\_Pro Essay Final Submission**  
ENC1102-2225-5896  
0 out of 20  
"Draft to Final: You made no changes to the draft. Review my comments and resubmit your work after you have implemente..."

Below the assignments, there is a link: [8 more in the past two weeks ...](#)

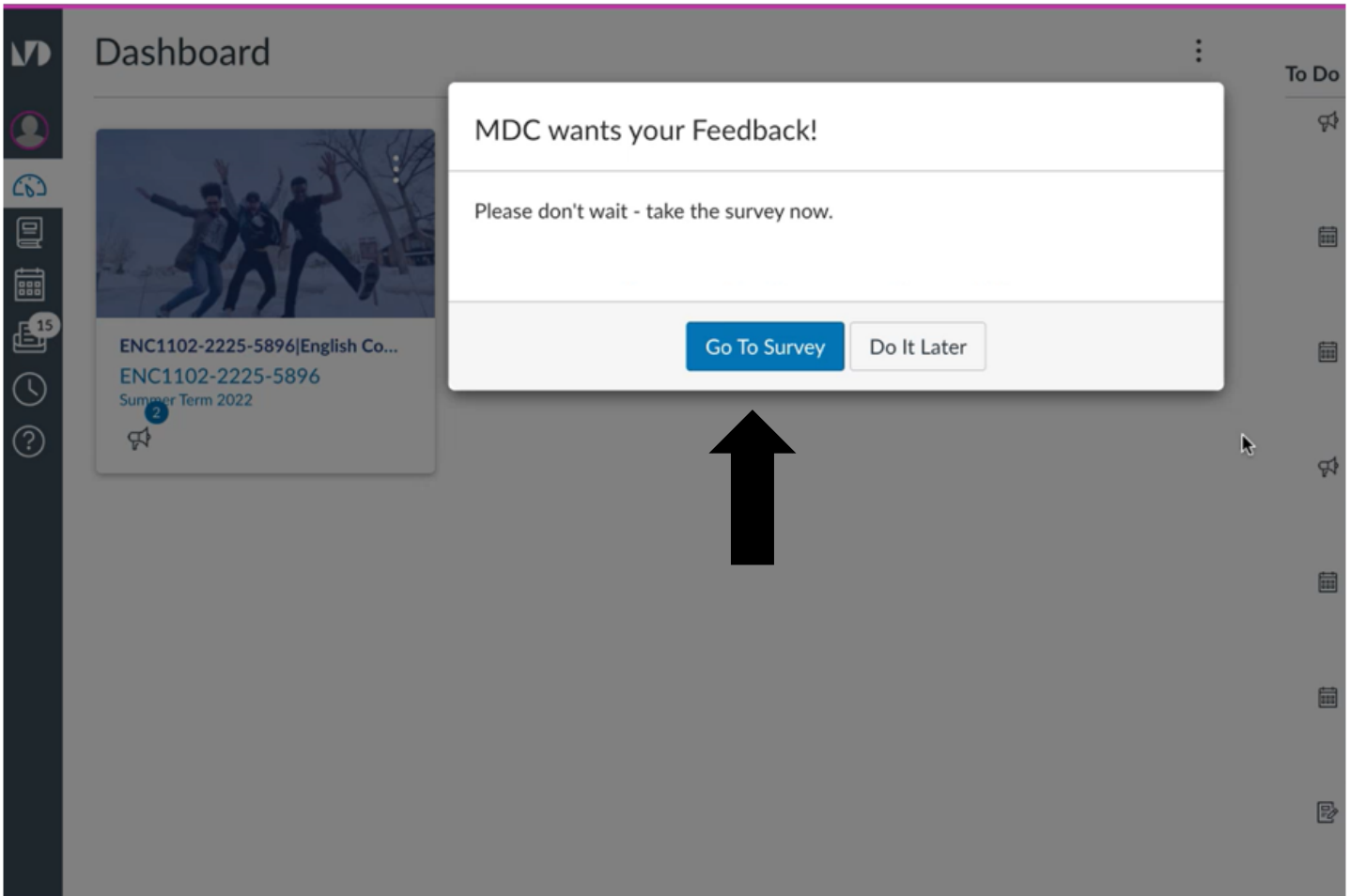
A button labeled **View Grades** is visible.

Under the **Course Evaluation** section, a link for **ENC1102-2225-5896|English Comp 2** is highlighted with a red box. A large black arrow points to this link.

Students can take the survey by clicking the course under Course Evaluation in the right-side navigation pane.

# SECTION 6

## Student's View in Canvas (cont.)



Click "Go to Survey" to complete the student survey

# SECTION 6

## Student's View in Canvas (cont.)

The screenshot displays a student's view of a Canvas course page for ENC1102-2225-5896. A white modal window is centered on the screen with the following text:

MDC wants your Feedback!

Please don't wait - take the survey now.

At the bottom of the modal are two buttons: "Go To Survey" (highlighted in blue) and "Do It Later". A large black arrow points from the text "Please don't wait - take the survey now." to the "Go To Survey" button.

The background interface includes a left-hand navigation menu with items like Home, Syllabus, Modules, Grades, Announcements, Chat, Smarthinking Online Tutoring, Macmillan Learning, Panopto Videos, Zoom Meetings, and Student Course Evaluations. The main content area shows course navigation options such as "Start Here", "Modules", "MDC Resources", "Student Rights and Responsibilities", "MDC Library and Tutoring", and "Help and Support". The right-hand side features an "Immersive Reader" button, "View Course Stream", "View Course Calendar", "View Course Notifications", and a "To Do" list with various course-related tasks.

# SECTION 6

## Student's View in Canvas (cont.)

The screenshot displays the Canvas LMS interface for a student. The top navigation bar shows the course ID 'ENC1102-2225-5896' and the title 'EvaluationKIT User Integration'. The left sidebar contains a list of navigation options: Home, Syllabus, Modules, Grades (with a notification badge '15'), Announcements, Chat, Smarthinking Online Tutoring, Macmillan Learning, Panopto Videos, Zoom Meetings, and Student Course Evaluations (with a notification badge '1'). The main content area features a header for 'Summer 2022 (2225) | Student Feedback: ALTERNATE | CANVAS Courses'. Below this, the course details are shown: 'ENC1102-2225-5896 : ENC1102-2225-5896|English Comp 2', 'English Lang & Communications', and 'Starts 6/8/2022 12:00 AM - Ends 6/17/2022 11:59 PM'. A 'Not Submitted' button is visible, with a large black arrow pointing to it. The footer contains copyright information for Watermark Insights, LLC and links to Terms & Conditions, Privacy Policy, and Accessibility Policy.

# SECTION 7

## Course Evaluation Notifications in Canvas

The screenshot displays the Canvas dashboard interface. At the top, a notification banner reads "Notifications. Tell us how and when you would like to be notified of events in Canvas." Below this, a white modal window is centered, titled "MDC wants your Feedback!". The modal contains the text "Please don't wait - take the survey now." and two buttons: "Go To Survey" (highlighted in blue) and "Do It Later". A large black arrow points upwards from the bottom center of the dashboard towards the "Go To Survey" button. On the right side of the dashboard, the "To Do" list is visible, containing several items such as "No Title", "ROOM CHANGE...", "Module 6: 8\_Pro E...", "Office Hours", and "Module 7: 1\_APA S...". At the bottom of the "To Do" list, the "Course Evaluation" section is highlighted with a red box, and a large black arrow points from the right side of the dashboard towards this section. The "Course Evaluation" section lists "ENC1102-2225-5896/English Comp 2".

NOTE: Students need to submit to complete the process of their student feedback.

# SECTION 8

## Student Feedback in Canvas

ENC1102-2225-5896 > EvaluationKIT User Integration

Summer Term 2022

Summer 2022 (2225) | Student Feedback: ALTERNATE | CANVAS Courses ←

ENC1102-2225-5896

Ildiko Barsony

English (United States)

Miami Dade College  
Student Feedback Survey for Alternate Learning Courses

This survey gives you the opportunity to express your views on how this course is being taught. Since your instructor is very interested in your opinion, please read each item carefully. This survey is ANONYMOUS and individual responses will be kept CONFIDENTIAL. After the term is over, your instructor will receive only summary totals for the entire class. The summary totals for each instructor and class will also be made available to students.

Use the following scale to respond to the items below:

You **STRONGLY AGREE** with the statement as it applies to this instructor.  
You **AGREE** more than you disagree with the statement as it applies to this instructor.  
You **DISAGREE** more than you agree with the statement as it applies to this instructor.  
You **STRONGLY DISAGREE** with the statement as it applies to this instructor.  
This statement **DOES NOT APPLY** to this instructor or you are **UNABLE TO COMMENT**.

★ 1. The instructor treats me with respect.

Ildiko Barsony

Strongly Agree	Agree	Disagree	Strongly Disagree	Does Not Apply or Unable to Comment
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

★ 2. The instructor is knowledgeable about his/her subject matter.

Ildiko Barsony

Strongly Agree	Agree	Disagree	Strongly Disagree	Does Not Apply or Unable to Comment
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

# SECTION 9

## Course Evaluation in Canvas

The screenshot shows the Canvas course evaluation interface. On the left is a navigation sidebar with icons for Home, Account, Dashboard, Courses, Calendar, Inbox, History, and Canvas Help. The main content area is titled "Summer 2022 (2225) | Student Feedback" for instructor Ildiko Barsony. A "Confirm" dialog box is overlaid on the page, containing the text: "Summer 2022 (2225) | Student Feedback: ALTERNATE | CANVAS Courses", "ENC1102-2225-5896", and "Ildiko Barsony". The dialog has "Cancel" and "Submit" buttons. A large black arrow points to the "Submit" button. Below the dialog, the survey questions are visible, including: "1. The instructor treats me with respect.", "2. The instructor is knowledgeable about his/her subject matter.", and "3. The instructor provided an up-to-date syllabus at the beginning of the term." Each question has a five-point Likert scale with radio buttons for "Strongly Agree", "Agree", "Disagree", "Strongly Disagree", and "Does Not Apply or Unable to Comment".

# SECTION 10

## Survey Completion in Canvas

The screenshot displays the Canvas LMS interface. On the left is a dark sidebar with navigation icons and labels: Account, Dashboard, Courses, Calendar, Inbox, History, and Canvas Help. The main content area shows the breadcrumb path: ENC1102-2225-5896 > EvaluationKIT User Integration. Below this is a header for 'My Surveys' with user information: Student/Respondent - Yahemn Baeza and English (United States). The main survey card is titled 'Summer 2022 (2225) | Student Feedback: ALTERNATE | CANVAS Courses'. The survey title 'ENC1102-2225-5896 : ENC1102-2225-5896|English Comp 2' is highlighted with a red box. Below the title, it says 'English Lang & Communications' and 'Starts 6/8/2022 12:00 AM - Ends 6/17/2022 11:59 PM'. A 'Completed on 6/14/2022 10:44 AM' badge is present, with a large black arrow pointing to it. At the bottom left of the sidebar, 'Student Course Evaluations' is listed with a '1' next to it.

# SECTION 11

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## Resources

### **Online Student Feedback Website:**

<https://www.mdc.edu/feedback/student-feedback/>

**When students are in Canvas, they will have the same ability to do the steps in the CES Quick Guide for Students:**

- *Access CES*
- *Complete student feedback survey*
- *Submit student feedback survey*
- *Receive certificate of survey completion*

**The link to the CES Quick Guide for Students is in the website under 'Resources'**

<https://www.mdc.edu/feedback/student-feedback/>

# CES Contacts at MDC

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## District

### Assessment, Evaluation and Testing

#### [AET@mdc.edu](mailto:AET@mdc.edu)

- Silvio Rodriguez, Director  
[srodrig2@mdc.edu](mailto:srodrig2@mdc.edu)
- Marlen Gonzalez  
Senior Assessment and Evaluation Associate  
[mgonzal6@mdc.edu](mailto:mgonzal6@mdc.edu)

## Campuses

### Testing and Assessment Directors

<https://www.mdc.edu/testing/contact/testing-and-assessment-directory/>

