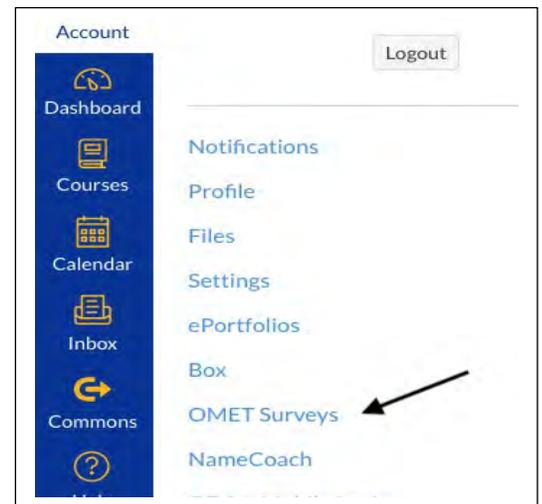




## OMET Teaching Surveys in Canvas

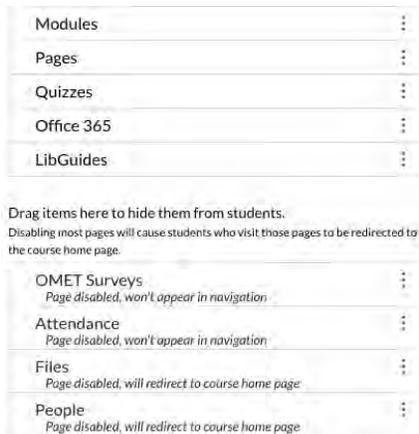
There is a direct connection between the OMET Teaching Survey tool and Canvas.

The OMET Teaching Surveys block appears under Account Settings.



## Adding the OMET Surveys Block to individual courses

Go to your course settings and find the disabled OMET block:



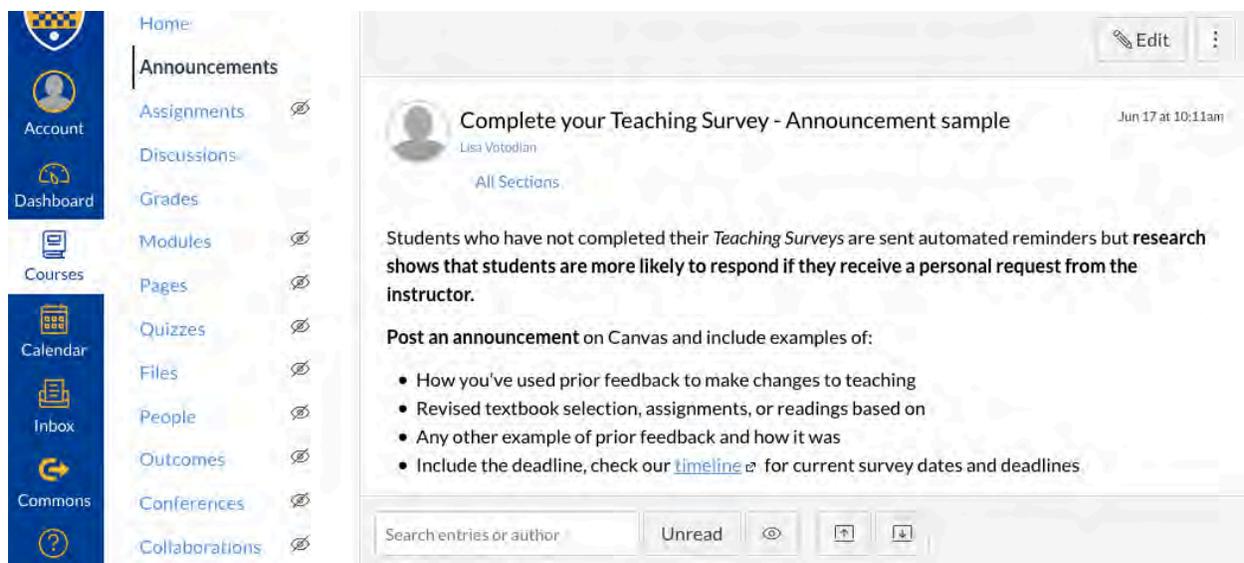
Drag and drop the box to the top section so that it will appear in the Navigation menu. You can do this at any time so you may want to only “unhide” the block during the survey period.

There are additional steps faculty can take to add information and direct links to surveys in their courses.

Adding personal announcements, calendar events, and to-do's will let students know that you value their feedback and want to hear what they have to say.

## Add an Announcement

Automatic announcements are sent from OMET when surveys begin but research shows that students are more likely to respond when the instructor asks personally. You can provide the direct URL here, students will be directed to a list of all of their surveys. <https://teachingsurvey.pitt.edu/pitt/> (Links to an external site.)



The screenshot displays the Canvas LMS interface. On the left is a navigation sidebar with icons for Home, Account, Dashboard, Courses, Calendar, Inbox, Commons, and a help icon. The main content area shows an announcement titled "Complete your Teaching Survey - Announcement sample" by Lisa Votodian, dated Jun 17 at 10:11am. The announcement text reads: "Students who have not completed their *Teaching Surveys* are sent automated reminders but **research shows that students are more likely to respond if they receive a personal request from the instructor.**" Below this, it says "Post an announcement on Canvas and include examples of:" followed by a bulleted list: "• How you've used prior feedback to make changes to teaching", "• Revised textbook selection, assignments, or readings based on", "• Any other example of prior feedback and how it was", and "• Include the deadline, check our [timeline](#) for current survey dates and deadlines". At the bottom of the announcement area, there is a search bar and buttons for "Unread", "Share", "Upvote", and "Downvote".

Announcements can be made in advance and scheduled to appear at any time.

**Additionally**, announcements can have **video** added to them so faculty can **talk** to students about surveys. Go to <https://pi.tt/canvas> > Canvas tools and features > Communication tools > Announcements for more information.

Add the survey period start and end dates to the Calendar as an “Event”.

(Make sure to add it to the **course calendar**.)

Click on the date you want to add the “Event”, this box will appear. Enter the details (check our [Survey Timeline](#) for current term dates and deadlines). You can provide the direct URL here, students will be directed to a list of all of their surveys. <https://teachingsurvey.pitt.edu/pitt/> (Links to an external site.)

**Edit Event** ✕

Event **Assignment** Appointment Group

Title:

Date:

Fri Jun 19, 2020

From:  to

Location:

Calendar:

**Time to complete Teaching Surveys** ✕

Jun 18

Calendar [Test Course](#)

Details **Teaching Survey**

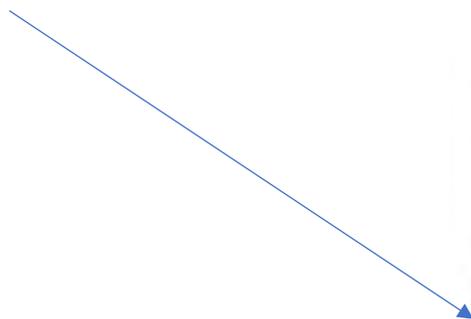
**SAMPLE DESCRIPTION:**

Teaching surveys are open!

Please provide feedback:

- I look forward to reading what you had to say (I don't get the results until after the term is over and final grades are posted).
- Your feedback helps me plan for next term.
- In the past, I've made changes like.....
- The deadline to submit your responses is \_\_\_\_\_ (refer to our [survey timeline](#) for deadlines)

This will automatically create a "To-do item"



**Course Status**

Unpublished  Publish

**Coming Up**

[View Calendar](#)

[Time to complete Teaching Surveys](#)  
Jun 18 at 12am

Visit <https://pi.tt/canvas> for more details on using these Canvas features.