

## Adding Questions to the Student Survey Form

The **Standard Mount Allison Survey of the Student Experience of Courses Form** contains 6 core questions that focus on common measures of effective teaching; however, individual professors may wish to add supplemental questions to gather feedback tailored to their particular course(s) or instructional goals.

The form gives you the opportunity to create up to ten numerically scored questions. These are numbered 7-16 on the Scantron form.

### WHY ADD QUESTIONS?

You may add questions, for example, because:

- You wish to use some of the recommended questions found at:  
[http://mta.ca/Community/Governance\\_and\\_admin/VP\\_Academic\\_and\\_Research/Student\\_experience\\_of\\_courses/Student\\_experience\\_of\\_courses/](http://mta.ca/Community/Governance_and_admin/VP_Academic_and_Research/Student_experience_of_courses/Student_experience_of_courses/)
- You have specific instructional goals not reflected in the core questions;
- Your specific disciplinary context requires the addition of these questions;
- You have tried something new in your course and want particular feedback about it; or
- You want to discover something about the learners or learning in your class that the other questions do not address.

If you wish to add questions, you may:

- Copy them from another teaching evaluation form.
- Use some from the Online Question Bank found at:  
[http://mta.ca/Community/Governance\\_and\\_admin/VP\\_Academic\\_and\\_Research/Student\\_experience\\_of\\_courses/Student\\_experience\\_of\\_courses/](http://mta.ca/Community/Governance_and_admin/VP_Academic_and_Research/Student_experience_of_courses/Student_experience_of_courses/)
- Create them yourself.

Please note that the Scantron form allows for the addition of **numerically scored** questions only. Written comment questions may be added at the end; be sure to provide extra paper for students to record their answers.

### HOW TO ADD QUESTIONS

- Prepare your questions ahead of time.
- Have them ready on evaluation day.
- Decide on the best way for them to be displayed so the students can see and answer them easily:
  - Put them on a PowerPoint slide.
  - Provide them on an extra sheet.
  - Write them on the board.
- Make sure you inform the student assisting you **in advance** about your plans because they will be responsible for displaying the questions in class.
- **Keep a copy of the additional questions for your own files as they will be recorded nowhere else.**