

# Explorance Blue FAQs for Faculty

## **What are some of the benefits of using Explorance Blue?**

Explorance Blue will provide faculty with an enhanced, seamless experience for gathering meaningful input from students. Other benefits include automated email notifications to students; questionnaire personalization; quick access to responses; trend data; ensures anonymity and confidentiality through advanced security features; and overall efficiency.

## **Is Explorance Blue integrated with D2L Brightspace?**

Yes, Explorance Blue is integrated with our new LMS, D2L Brightspace. All faculty will receive emails from Explorance Blue with links to add customized questions (optional), monitor response rates and review questionnaire reports (analyze your results).

## **When will the students complete the questionnaire?**

All students will receive an automated email from the system once the course is two-thirds complete. For students who are taking courses using our new LMS, they will also receive an additional pop-up notification.

## **Will students be able to change their responses once they submit the completed questionnaire?**

No. Students will be asked to review responses carefully before submitting.

## **What can I do to encourage student participation?**

Some best practices identified to achieve high response rates include: 1) giving students time (5 minutes) to complete the digital questionnaire during class; 2) encourage students to complete the questionnaire by discussing its purpose and importance in the weeks leading up to it; 3) consider providing a small incentive for completing the questionnaire; and 4) add to your syllabi (see sample message below):

### *Course Feedback*

*When this course is two-thirds of the way completed, students will have the opportunity to leave feedback on the course and the instructor. Students will be prompted within the course site to complete a course survey. Results will not be shared with instructors until final grades have been reported for all students, and all results will be anonymous. Every course at Tri C will provide this opportunity for feedback, unless offered over the summer term. Students can send an email to [helpcoursefeedback@tri-c.edu](mailto:helpcoursefeedback@tri-c.edu) with general questions regarding their survey(s). For technology assistance, students should contact the Tri-C Help Desk at [heldesk@tri-c.edu](mailto:heldesk@tri-c.edu).*

**Can I monitor the student responses?**

Yes, faculty will receive an automated email notification with a link to monitor the number of student responses via the Blue Dashboard. Please refer to the [Explorance Blue - How To Guide – Monitor Your Response Rate](#) for more information.

**How long will students have to complete the questionnaire?**

Students will have approximately two weeks to complete the questionnaire. Please note, students will receive two automated friendly reminders.

**Will I be able to identify which students completed the questionnaire?**

You will be able to see the total number of responses but will not be able to identify the individual student responses.

**Can I change the questions on the Student Course Feedback Form?**

The core questions were developed by the Joint Faculty Evaluation Committee and cannot be changed; however, faculty may add-on up to four questions to the standard course questionnaire (two open-ended and two closed-ended using Likert-type response scale) per CRN. Once the course is one-third complete, faculty will receive an automated email notification to prompt them to add tailored questions. More information can be found on the [Explorance Blue - How To Guide - Personalize Your Questions](#).

**Do I have to add personalized questions?**

No, this is optional.

**When will I have access to review my questionnaire reports?**

Faculty will have access to their questionnaire reports 5 days after the course end date.

**How will I access my questionnaire reports?**

Faculty will receive an automated email notification when the reports are available to view. See the [Explorance Blue - How To Guide - Analyze Your Results](#) for additional information.

**Will my counterparts have access to my questionnaire reports?**

No.

**Who do I contact if I have additional questions?**

If you have questions or need additional help, please send an email to [helpcoursefeedback@tri-c.edu](mailto:helpcoursefeedback@tri-c.edu).