

Student Instructions for SurveyDIG

Student Rating of Instruction Software

In order for a student to take an evaluation online, they will need to follow these steps:

- 1) Log in to the MyVU Portal at <https://my.vinu.edu>
- 2) Click on the MyVU in the upper right-hand corner
- 3) Under Student - Quick Links, scroll down and click "Take Your Course Survey"
- 4) Choose correct term and click submit
- 5) Complete the Evaluation and click "Submit" at the bottom

The following instructions will display:

"Thank you for submitting your Evaluation. Please close this window and refresh the grade page.
If your final grade has been recorded, you will no longer see the 'Evaluate' link."

- 6) If students are completing the Evaluations before final grades are recorded for the course, they only need to close the Evaluation window. They are then free to log out of the system.

******* YOU WILL BE NOTIFIED VIA EMAIL EACH SEMESTER OF THE SURVEY DATES *******