

Student FAQs

What are the benefits of transitioning to an online system?

- You will have easy access to SELFI results. These results may guide future course registration decisions. Beginning the end of Fall 2016, Instructor Summary Reports will be available at <http://und.edu/research/institutional-research/selfi/reports.cfm>
- The flexibility of completing the SELFI when and where you want and allowing you the time to provide constructive feedback.
- The SELFI is launched through an easy-to-use system which allows access via mobile devices.
- Your feedback is important! You can help improve the academic experience at UND.

Why should I complete a SELFI?

Your feedback is vital to identifying strengths and weaknesses of courses, programs, and faculty instruction. Completing your course evaluations allows faculty, department chairs, and deans to learn about your experiences in the classroom. Faculty use the results to make improvements in their courses. Department chairs and deans use the results in faculty performance evaluations and in tenure and promotion decisions.

When is the SELFI evaluation system open?

The SELFI evaluation period is typically open at the end of the semester. For full-term courses the open period is approximately the last 14 days of the course. For shorter courses that time period will be adjusted. A login is required so that the software can determine the courses you need to evaluate.

Your instructor should announce ahead of time when the SELFI evaluation opens and may allow class time to fill it out. Be sure to bring your mobile device to class to be able to take time to provide your SELFI feedback.

Where can I access my SELFIs?

There are three ways you can access your SELFI:

- 1) email notification or reminder that you received,
- 2) Blackboard,
- 3) website at evals.und.edu (also listed on the OIR website).

A login is required so that the software can determine the courses you need to evaluate.

How do I know when I have completed all of my SELFI evaluations?

Once you have completed all of your SELFIs, you will no longer see any more 'tasks' to complete.

Can I submit a SELFI more than once?

No. The system only allows one submittal for each instructor/course.

Why is my instructor sending me emails to complete my SELFI?

Since your instructor does not know who has submitted their SELFIs, they may be sending out emails or other reminders to the whole class. Your instructor will only see the numeric response rate, not individual names or other personally identifiable information.

Are the evaluations really confidential?

Your instructor will only see the responses you provide and not any identifiable information (unless you choose to share your identify within your comments). Instructors are NOT provided access to any names of students.

What can I do if I missed the course evaluation deadline?

Evaluations cannot be completed after the deadline. Once the evaluation period ends, the SELFI system cannot be re-opened. If you have feedback on a course/instructor that you feel is valuable, you might send an email directly to that person detailing your thoughts.

Not all of my courses are appearing on my list. Why not?

The department or instructor identify which courses will be evaluated within an academic year. Not all courses are evaluated each semester.

I do not have time to complete my evaluation right now. Will my answers be lost if I stop in the middle of the evaluation?

You have the option to “save” responses before submitting. Responses you have given will be saved and can be submitted at a later time as long as you submit prior to the deadline.

What if I have two instructors for a course?

The system has the capability of asking the same questions for each/every course instructor, even if team taught (two or more instructors per course). You will be prompted to select the instructor before the questions appear.

I have a course that has a lecture and a lab section. What do I do?

Most of the time courses have separates class numbers for lectures and labs. If so, you would receive a SELFI for both. Again, this is depending on whether the department and/or instructor ‘opted in’ to the evaluation.

Can I modify an evaluation that I have already submitted?

No. Once you submit your SELFI, you cannot go back and make any changes or additions.

When I log into Blackboard, I can't see my SELFIs.

SELFIs will show if you have any ‘tasks’ to complete and it’s within the evaluation period.

Who do I contact if I have more questions about the process or if I have difficulty accessing my evaluations?

Email the SELFI Project Team at selfi@und.edu.