

Getting feedback on the course

This guide describes how to set up the Feedback box in your Moodle to collect students' opinions and suggestions on how the course is going.

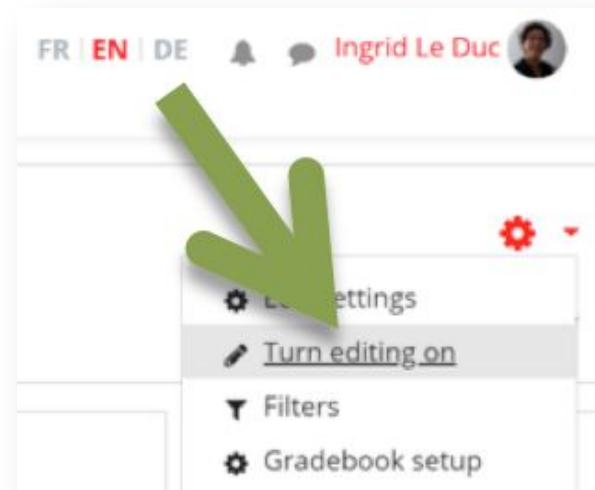


Teaching Support Centre (CAPE)/ Center for Digital Education (CEDE)

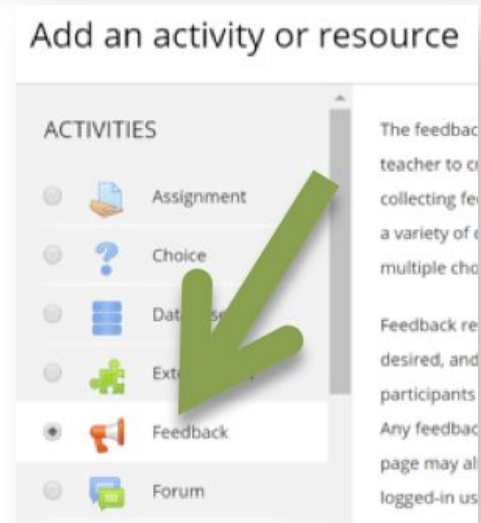
Feedback and Support: flexible-teaching@epfl.ch

More information: <https://go.epfl.ch/flexible-teaching>

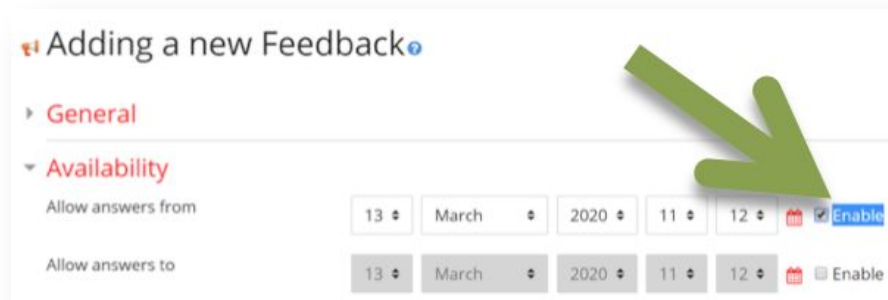
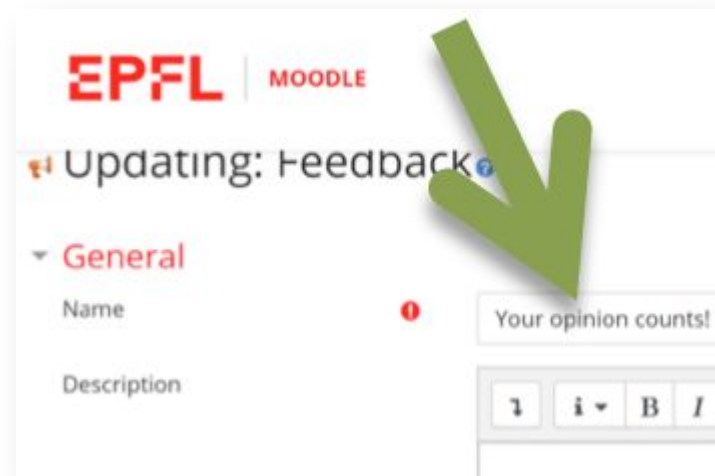
- In MOODLE, go to 'settings'
- Activate 'Turn editing on'



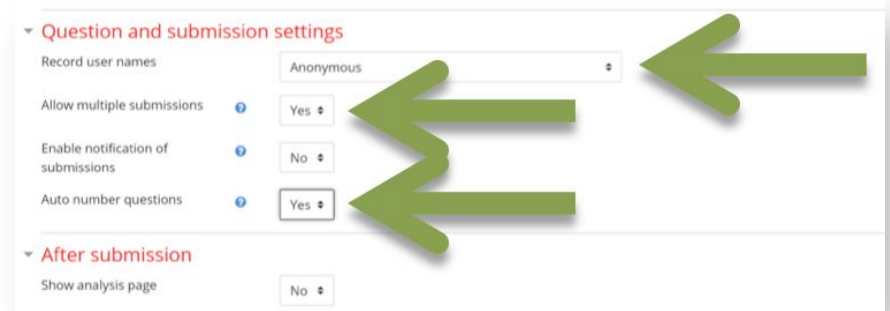
- Go to the course description (top section)
- Click on 'Add an activity or resource'
- Choose 'Feedback' from the list of activities and click 'Add'



- Create a generic Name (e.g. feedback on a specific session) and leave the description box empty.
- Click on Availability.
- Click 'enable' for the first date only so students can start immediately



- Click on 'Question and submission settings'
- Choose 'anonymous' to respect student anonymity
- Choose 'allow multiple submissions'
- Choose 'auto number questions' if you ask more than one question
- Click on 'Save and display' and move to add questions (leave the last categories untouched)



▼ Question and submission settings

Record user names

Allow multiple submissions Yes

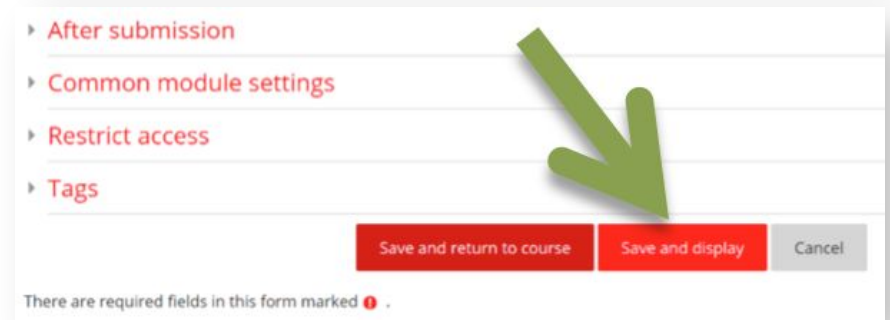
Enable notification of submissions No

Auto number questions Yes

▼ After submission

Show analysis page No

Detailed description: This screenshot shows the 'Question and submission settings' section of a form. It contains four rows of settings, each with a label, an information icon, and a dropdown menu. The first row is 'Record user names' with a dropdown set to 'Anonymous'. The second row is 'Allow multiple submissions' with a dropdown set to 'Yes'. The third row is 'Enable notification of submissions' with a dropdown set to 'No'. The fourth row is 'Auto number questions' with a dropdown set to 'Yes'. A fifth section, 'After submission', contains 'Show analysis page' with a dropdown set to 'No'. Four large green arrows point to the 'Anonymous', 'Yes', 'No', and 'Yes' dropdowns respectively.



► After submission

► Common module settings

► Restrict access

► Tags

There are required fields in this form marked !.

Detailed description: This screenshot shows the bottom part of the form. It lists four expandable sections: 'After submission', 'Common module settings', 'Restrict access', and 'Tags'. Below these sections are three buttons: 'Save and return to course', 'Save and display' (which is highlighted in red and has a green arrow pointing to it), and 'Cancel'. At the bottom, there is a message: 'There are required fields in this form marked !'.

- You are now on the question, which requires formatting
- In the 'Edit question' tab choose 'Longer text answer'

Your opinion counts!

Overview Edit questions Templates Analysis Show responses

Use this space to share your experience in this course anytime. Answers are anonymous and other students won't see them.

Overview

Submitted answers: 0

Questions: 0

Allow answers from: Friday, 13 March 2020, 11:12

Answer the questions

Your opinion counts!

Overview Edit questions Templates Analysis Show responses

Add question

- Choose...
- Choose...
- Add a page break
- Captcha
- Information
- Label
- Longer text answer
- Multiple choice
- Multiple choice (rated)
- Numeric answer
- Short text answer

◀ Your opi

jump to...

- Write your question (for ex. *Use this space to share your experience with the online lectures (suggestions, what you liked, disliked)*)
- Format the size of the answers box (something like width: 60, number of lines: 7)
- Click 'Save question'



▼ Longer text answer

Required

Question

Label

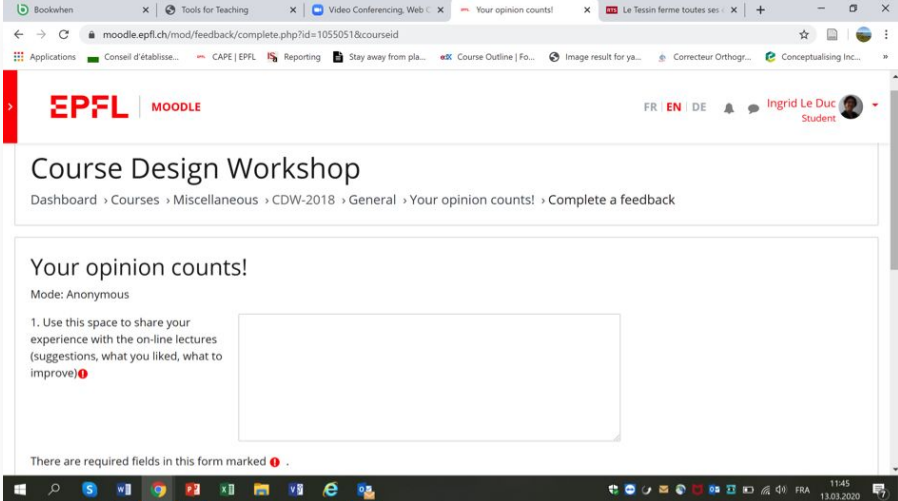
Width

Number of lines

Position

The screenshot shows a configuration form for a 'Longer text answer' question. It includes a 'Required' checkbox, a 'Question' text field with the placeholder text 'Use this space to share your experience with', a 'Label' text field, a 'Width' spinner set to 60, a 'Number of lines' spinner set to 7, and a 'Position' spinner set to 1. At the bottom are 'Save question' and 'Cancel' buttons. Two large green arrows are overlaid on the form: one points to the 'Width' field and the other points to the 'Number of lines' field.

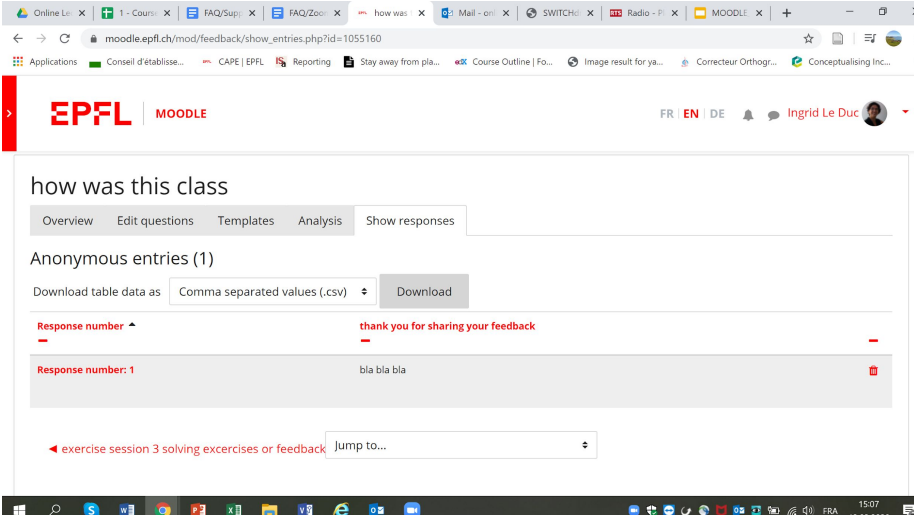
- This is how students will view your request for feedback



The screenshot shows a web browser window displaying a Moodle course page. The browser's address bar shows the URL: `moodle.epfl.ch/mod/feedback/complete.php?id=1055051&courseid`. The page header includes the EPFL MOODLE logo and the user's name, Ingrid Le Duc, with a dropdown menu. The main content area is titled "Course Design Workshop" and includes a breadcrumb trail: Dashboard > Courses > Miscellaneous > CDW-2018 > General > Your opinion counts! > Complete a feedback. Below this, the section is titled "Your opinion counts!" and specifies "Mode: Anonymous". A numbered instruction reads: "1. Use this space to share your experience with the on-line lectures (suggestions, what you liked, what to improve)". To the right of this text is a large, empty rectangular text input field. At the bottom of the form area, a message states: "There are required fields in this form marked". The Windows taskbar is visible at the bottom of the browser window, showing the date and time as 11:45 on 13.03.2020.

- You can view students' answers under the Analysis or under the Show responses tabs.

This tool can help you better understand what issues students are having and what is going well. Getting feedback will be of benefit to you and your students.



The screenshot shows a Moodle course page for 'how was this class'. The page has a navigation bar with 'EPFL MOODLE' and user information 'Ingrid Le Duc'. Below the title, there are tabs for 'Overview', 'Edit questions', 'Templates', 'Analysis', and 'Show responses'. The 'Show responses' tab is active, displaying 'Anonymous entries (1)'. A 'Download table data as' dropdown is set to 'Comma separated values (.csv)' with a 'Download' button. The feedback table has two columns: 'Response number' and 'Response'. The first entry is 'Response number: 1' with the text 'thank you for sharing your feedback' and a red trash icon. A second entry is partially visible with the text 'bla bla bla'. At the bottom, there is a 'Jump to...' dropdown menu with the text 'exercise session 3 solving excercises or feedback'.

Response number	Response
Response number: 1	thank you for sharing your feedback
	bla bla bla

Support

<https://go.epfl.ch/flexible-teaching>

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