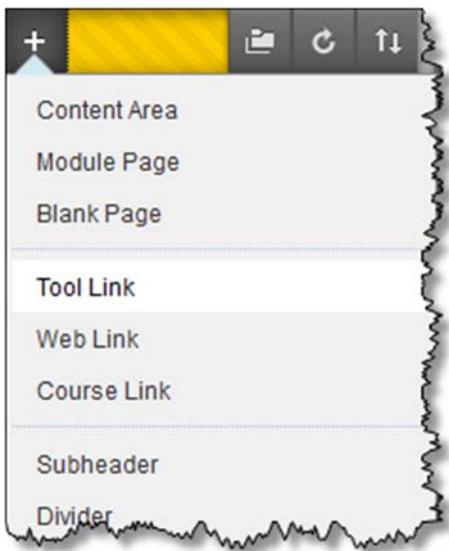


Enable Student Feedback Questionnaire (SFQ)

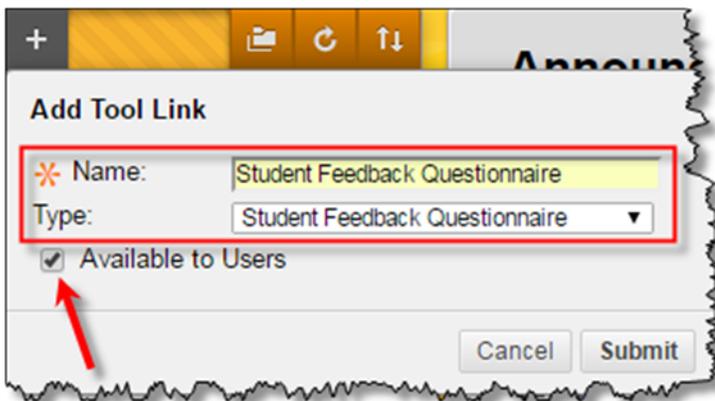
You can enable the SFQ tool for your students through your Blackboard course(s) in addition to the automated email message students will receive past after the question personalization due date.

How to Add the SFQ Tool in a Blackboard Course

1. Log in to your Blackboard course.
2. Click on the + button in course menu and choose Tool Link:



3. Type the name as “**Student Feedback Questionnaire**”, change the type to “**Student Feedback Questionnaire**”, make sure “Available to Users” option is selected, and click on **Submit**:



- This will now add the SFQ tool to your Blackboard course. Student will now be able to click on the SFQ link from and take SFQ for your course.

SFQ Tool Outside of Blackboard

The Student feedback questionnaire (SFQ) will also be available to students from outside of Blackboard via direct email message to their preferred email address. Students will receive an email message with a direct link to the student feedback questionnaire past after the due date for question personalization. The content of the email message will look similar to the following:

