

## Attach Custom Question Survey to Course

Melissa Kane - 2025-07-03 - Comments (0) - Teaching Learning and Research

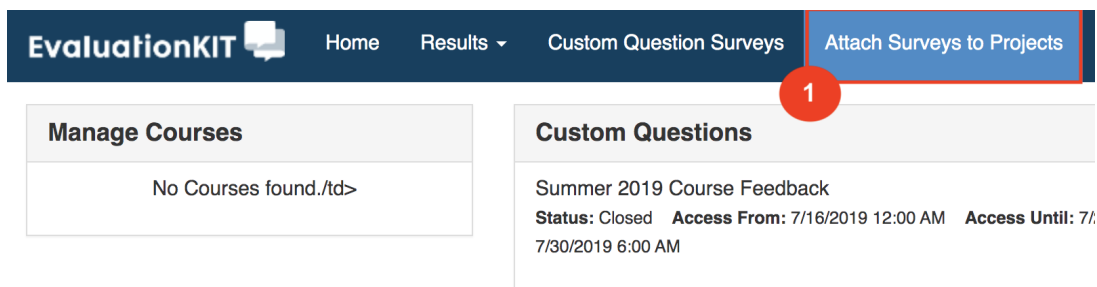
**NOTE:** These steps are out of date, please reference the newest steps as of July 2025 on our current knowledgebase article below.

[Creating and Attaching Custom Course Surveys.](#)

After you have created your customized questions and saved your [Custom Question Survey](#), you must attach it to a current project. While Custom Question Surveys are associated with the individual user, they may only be attached to **currently open projects**.

NOTE: Your home page should look similar to the image below. There may be slight variations in the layout of this page depending on how your administrator has configured your project widgets.

1. From your home page, click the **Attach Surveys to Projects** button at the top of your screen.



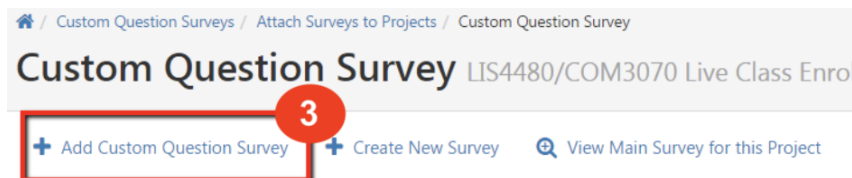
The screenshot shows the EvaluationKIT interface. The top navigation bar includes 'EvaluationKIT', 'Home', 'Results', 'Custom Question Surveys', and 'Attach Surveys to Projects'. The 'Attach Surveys to Projects' button is highlighted with a red box and a red circle with the number 1. Below the navigation bar, there are two main sections: 'Manage Courses' and 'Custom Questions'. The 'Manage Courses' section shows 'No Courses found./td>'. The 'Custom Questions' section shows a table with one entry: 'Summer 2019 Course Feedback'. The table has columns for 'Status', 'Access From', and 'Access Until'. The status is 'Closed', the access from is '7/16/2019 12:00 AM', and the access until is '7/30/2019 6:00 AM'.

Custom Questions		
Summer 2019 Course Feedback	Status: Closed	Access From: 7/16/2019 12:00 AM Access Until: 7/30/2019 6:00 AM

2. Select the correct project and click the + symbol under **Add Questions**.

EvaluationKIT Home Custom Question Surveys Attach Surveys to Projects Results Manage Courses Administrator Test Admin						
Custom Question Surveys / Attach Surveys to Projects						
Attach Surveys to Projects						
Projects with Custom Question Survey Access						
Project Name	Status	Added to # Courses	Access From	Access Until	Delivery Date	Add Questions
LIS4480/COM3070 Live Class Enrollment Test Project	Open	2	4/4/2016 10:30 AM	5/5/2016 1:30 PM	2/22/2016 6:00 AM	2 +

3. Use the + **Add Custom Question Survey** button at the top left.



4. Use the check mark under **Select** on the right side of the screen to highlight the custom survey you wish to use and click the **Select Courses** button once you have done this.

Q Search Projects

Title

Date Created From

Date Created To

Search

Question Source: Select From Item Bank and Your Own Questions

Question Limit: 5

Surveys

Title	Description	Date Created	Preview	Select
Custom Question Tutorial	Adding a custom question for the tutorial	3/24/2016		<input checked="" type="checkbox"/>
Testing	Testing	3/31/2016		<input checked="" type="checkbox"/>
Tutorial Custom Question Survey		4/5/2016		<input checked="" type="checkbox"/>
Total 3		Records per page 25	Page 1 of 1	

Select Courses

5

5. Use the **Select Specific Course** tab and then click the **Add Courses** button.

Custom Question Surveys / Attach Surveys to Projects / Add Custom Question Survey / Select Courses for Custom Question Survey	
Select Courses for Custom Question Survey LIS4480/COM3070 Live Class Enrollment Test Project	
Selected Survey: Tutorial Custom Question Survey	
Select all courses within specific areas of your account to receive the additional Targeted Survey or Custom Question Survey	
Select from Hierarchy Levels	Select Specific Courses
Current Selected Courses	
No Courses Selected.	
Total 0	Records per page: 50
Page 1 of 1	
Finish : Save Custom Question Survey	Add Courses

6. **Select** the desired course to which you'd like to add the custom question, and then use the **Add Selected Courses** button to complete the process.

Custom Question Surveys / Attach Surveys to Projects / Add Custom Question Survey / Select Courses for Custom Question Survey LIS4480/COM3070 Live Class Enrollment Test Project

**Select Courses for Custom Question Survey**

Selected Survey: Tutorial Custom Question Survey

Select all courses within specific areas of your account to receive

Select from Hierarchy Levels | Select Specific Courses

**Current Selected Courses**

No Courses Selected.

Total 0

**Finish : Save Custom Question Survey** Add Co

**Add Courses**

Level

Code Title Unique ID

Instructor First Name Instructor Last Name

Search Reset

Course Code	Title	Unique ID	Hierarchy Level
COM3070-0001	CAREERS IN COMM	COM3070-0001-2161	CICOM - Communication
LIS4480-0001	IT LEADERSHIP	LIS4480-0001-2161	CLIS - Information

Total 2 Records per page 50 Page 1 of 1

Add Selected Courses Close

Upon completing the final step, you should receive a pop up notification indicating that your survey has been added to course(s) successfully.

For **technical assistance** with the Course Feedback system, email [help@brown.edu](mailto:help@brown.edu)  
 For **non-technical** questions or a consultation, please email [course\\_feedback@brown.edu](mailto:course_feedback@brown.edu)