

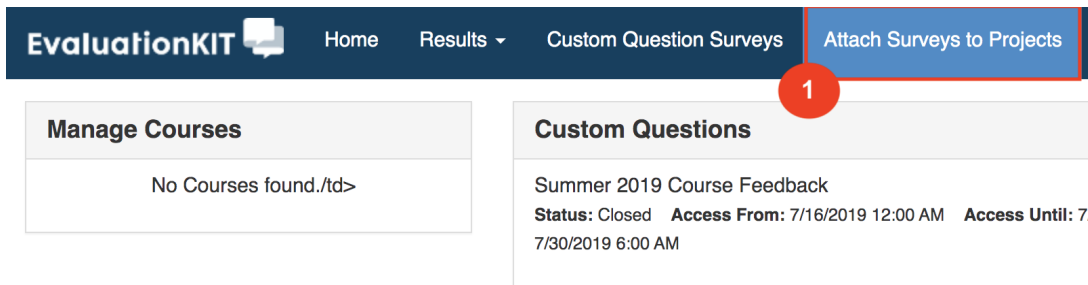
Attach Custom Question Survey to Course

melissa kane - 2022-01-07 - Comments (0) - Course Feedback

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**.

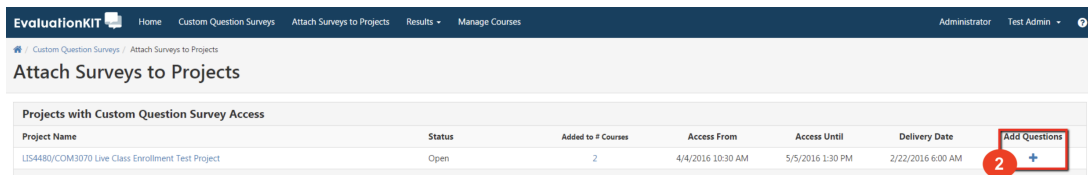
NOTE: Your home page should look similar to the image below. There may be slight variations in the layout of this page depending on how your administrator has configured your project widgets.

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



The screenshot shows the EvaluationKIT home page. The navigation bar at the top includes 'EvaluationKIT', 'Home', 'Results', 'Custom Question Surveys', and 'Attach Surveys to Projects'. A red circle with the number '1' highlights the 'Attach Surveys to Projects' button. Below the navigation bar, there are two widgets: 'Manage Courses' which displays 'No Courses found./td>' and 'Custom Questions' which displays 'Summer 2019 Course Feedback' with status 'Closed', access from '7/16/2019 12:00 AM', and access until '7/30/2019 6:00 AM'.

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



The screenshot shows the 'Attach Surveys to Projects' page. The page title is 'Attach Surveys to Projects'. Below the title, there is a table titled 'Projects with Custom Question Survey Access'. The table has columns for 'Project Name', 'Status', 'Added to # Courses', 'Access From', 'Access Until', 'Delivery Date', and 'Add Questions'. A red circle with the number '2' highlights the '+' symbol in the 'Add Questions' column for the first project.

Project Name	Status	Added to # Courses	Access From	Access Until	Delivery Date	Add Questions
1154480/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.

Home / Custom Question Surveys / Attach Surveys to Projects / Custom Question Survey

Custom Question Survey LIS4480/COM3070 Live Class Enroll

3 [+ Add Custom Question Survey](#) [+ Create New Survey](#) [View Main Survey for this Project](#)

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

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

Total 3 **5** [Select Courses](#)

Records per page: 25 Page 1 of 1

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

Home / 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 **6** [Select Specific Courses](#)

Current Selected Courses

No Courses Selected.

Total 0 **7** [Add Courses](#) [Cancel](#)

Finish : [Save Custom Question Survey](#)

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.

Home / 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 [Add Courses](#) [Cancel](#)

Finish : [Save Custom Question Survey](#) [Add Courses](#)

Add Courses

Level

Code Title Unique ID

Instructor First Name Instructor Last Name

[Search](#) [Reset](#)

Course Code	Title	Unique ID	Hierarchy Level
<input checked="" type="checkbox"/> COM3070-0001	CAREERS IN COMM	COM3070-0001-2161	CICOM - Communication
<input checked="" type="checkbox"/> LIS4480-0001	IT LEADERSHIP	LIS4480-0001-2161	CLIS - Information

Total 2 **8** **9** [Add Selected Courses](#) [Cancel](#)

Records per page: 50 Page 1 of 1

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

For **non-technical** questions or a consultation, please email course_feedback@brown.edu