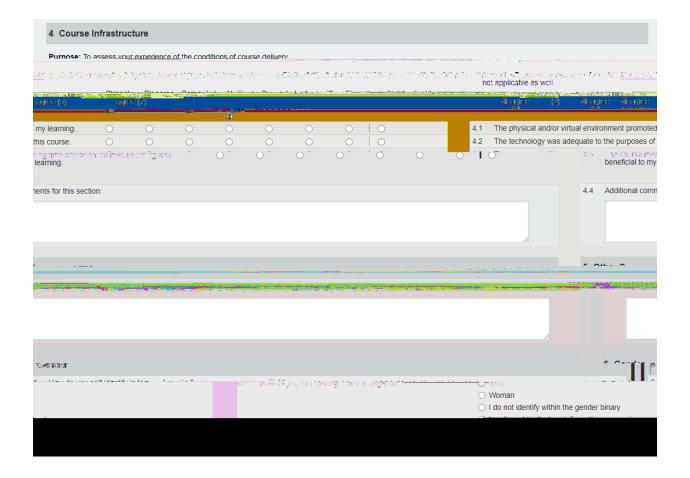
Setting up QSSET

- 1. Receive email Monday morning, during one of the final weeks of the course. Normally the second-to-last week but can be adjusted due to instructor request.
- 2. Click link on email and complete survey. Surveys remain open from Monday morning until Sunday 8pm of the following week and can be completed using any device with a web browser. The survey has been optimized for mobile, tablet and desktop screen sizes. There is no log-in required to access the survey. Here is an example email invitation to answer a QSSET survey, followed by screenshots of the QSSET survey questions:

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- 3. Your instructor may schedule in-class time to complete the survey. If so, you do not have to complete the survey at this time, but it is strongly recommended if you have not already done so earlier in the week.
- 4. You will receive reminder emails on Thursday and Saturday mornings, if you have uncompleted surveys from that week.