

Complete a Survey

Why complete a survey?

Complete a survey when asked to by an instructor. Surveys are useful for polling, conducting evaluations, and random checks of knowledge. Surveys work the same way that test do on Blackboard but they are not assigned any point value, cannot be graded, and all feedback is anonymous

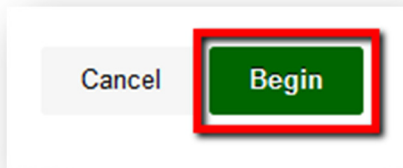
Step 1: On the Course Menu find the area where the survey is located (This one is under assignments)



Step 2: Click on the name of the Survey



Step 3: Click **Begin** to take the survey



Step 4: Answer all questions and when you're ready to submit the survey click **Save and Submit** to submit the survey or click **Save all Answers** to save your answers and complete the survey at another time.



If you have any further questions or would like to schedule a training session with you or your department, please email:

blackboardhelp@roosevelt.edu

A member of the Academic Technology Solutions team will contact you.