

## SEI for Students

West Virginia University's student evaluation of instruction (SEI) includes a set of core institutional questions that will appear on all evaluation forms. Evaluations will have a minimum of 22 questions and can have a maximum of 31 questions. The additional questions may come from the instructor and/or school of the course. Each student will receive an email from the instructor when the evaluation is ready to be completed.

### Completing an Evaluation in SEI (blue)

1. **Select** the **Link** from the email you received or open a web browser and go to <http://it.wvu.edu/sei>.
2. **Enter** your **Login** credentials.
3. **Review** your **dashboard** for OPEN surveys.
4. **Select** a **survey** with an OPEN status.
5. A welcome message will appear, once you have read the message, **Select Next**.
6. Answer the question by **selecting** your **answer** or **entering comments**. Once you have answered the questions on the page, **Select Next**. Finishing answering any remaining questions. You may save your answers at any time by **selecting Save**.
7. When prompted **Select** the **Instructor(s)** you would like to evaluate then, **Select Next**.
8. Answer the question by **selecting** your **answer** or **entering comments**. Once you have answered the questions on the page, **Select Next**.
9. Once you have reached the answer summary page, **review** your **answers**, then **Select Submit**.
10. Review the confirmation page. You have completed the survey.
11. Once you navigate back to the Dashboard, the survey status should now show **Completed**.

Dear [redacted]

As part of our focus on improving the student experience at West Virginia University, we are seeking your feedback for each of the courses you are undertaking this semester.

Use the link below to access your course evaluation forms. We ask that you provide a fair and honest assessment of your learning experience in these courses. We strongly encourage you to include comments.

Your personal details will not be kept with the data, and you will not be identified in any way. If you have difficulties accessing the link below, we also provided the direct link to evaluation forms at the end of this email.

[Click here to complete your course evaluations.](#)

Select

Please respond as soon as possible. If you have any problems accessing the survey, please submit a ticket at [ITS Service Desk](#).

Sincerely,  
Student Evaluation of Instruction Team  
West Virginia University

#### Fillout Task List

Task Owner: [redacted]

Project Title: (Main) Student Evaluation of Instruction 2016 v2

Category: 2015-16

Subcategory: Spring

Subject	Due date	Status
<a href="#">Accounting-201-002</a>	Thursday, March 31, 2016	In Progress
<a href="#">Accounting-202-001</a>	Thursday, March 31, 2016	Open
<a href="#">Accounting-202-002</a>	Thursday, March 31, 2016	Open
<a href="#">Accounting-202-003</a>	Thursday, March 31, 2016	Open
<a href="#">Accounting-202-004</a>	Thursday, March 31, 2016	Open
<a href="#">Accounting-202-005</a>	Thursday, March 31, 2016	Open
<a href="#">Accounting-202-006</a>	Thursday, March 31, 2016	Open
<a href="#">Accounting-202-007</a>	Thursday, March 31, 2016	Open
<a href="#">Accounting-202-008</a>	Thursday, March 31, 2016	Open
<a href="#">Accounting-202-009</a>	Thursday, March 31, 2016	Open
<a href="#">Accounting-202-010</a>	Thursday, March 31, 2016	Open

Open Status indicates evaluation needs to be taken

Mobile Version | Standard Version

Powered by [redacted]

#### (Main) Student Evaluation of Instruction 2016 v2 for Accounting-201-002 Principles of Accounting

##### Overall Course Ratings

Overall Course Rating	Poor	Fair	Satisfactory	Good	Excellent	N/A
The overall quality of this course was.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The instructor's overall effectiveness was.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall, my learning in this course was.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Select radio button