

Institutional Surveys' Timeline 2017-2018

Survey target population	Survey platform	Communication	Field work Survey open/close	Results available Reports disseminated	Results reported Action plans discussed	Feedback delivered to students
One Minute Module Evaluation (yearlong modules) <i>All levels of study</i>	Blue eXplorance	Canvas announcement. E-mails: Survey Team, Module Leader.	4-15 December 2017	15 January 2017 Individual links to the reports e-mailed; access via Canvas	Module Team Meetings	Students informed about results and any action taken.
End Module Evaluation (Semester 1, 2 and yearlong modules) <i>All levels of study</i>	Blue eXplorance	Canvas announcement. E-mails: Survey Team, Module Leader.	S 1: 11-21 December 2017 S2 and YR (L 3, 4 and 5) : 16 April – 13 May 2018 YR (L6): 9April – 6 May 2018	January 2017 Individual links to the reports e-mailed; access via Canvas Publish scores on web-hub?	Education Committee, Programme Team Meetings, Boards of Study, Annual Monitoring Report.	Module and Programme Guides. Module Reports available on Canvas(optional) Students informed orally at the start of the module.
National Student Survey (NSS) <i>Final year undergraduate students</i>	Ipsos MORI survey portal	Web: student home page, Canvas, LJMU Twitter, Facebook, screen savers. E-mails: VC, LSU president, Ipsos MORI, Programme Leaders.	January (tbc) to April 2017	August 2017 Institutional data released in two stages: embargoed institution own data, and data with national benchmarks for dissemination.	Board of Governors, Academic Board Strategic Management Team, SDF, QAEC, Education Committee, FMT, School Management Team, Faculty Education Committee, AMR, Boards of Study.	Web: student home page. Newsletter, Canvas, Programme Guide

<p>UK Engagement Survey (UKES)</p> <p><i>Levels 4 and 5 (Level 3 if requested by programme leader)</i></p>	<p>Bristol Online Survey (BOS)</p>	<p>Web: student home page, Canvas, LJMU Twitter, Facebook.</p> <p>E-mails: PVC Education, LSU president, Survey Team, Programme Leaders.</p>	<p>26 February to 15 June 2017</p>	<p>September 2017</p> <p>Programme results published on web-hub</p>	<p>Education Committee, Faculty Education Committee, Programme Team Meetings, Annual Monitoring Report.</p>	<p>Programme Guide</p>
<p>Postgraduate Taught Experience Survey (PTES)</p> <p><i>Level 7 on PG taught programmes</i></p>	<p>Bristol Online Survey (BOS)</p>	<p>Web: student home page, Bb, LJMU Twitter, Facebook.</p> <p>E-mails: Survey Team; Programme Leaders.</p>	<p>26 February to 15 June 2017</p>	<p>September 2017</p> <p>Institutional report; Faculty report; Programme results published on web-hub</p>	<p>Strategic Management Team, SDF, QAEC, Education Committee, FMT, School Management Team, Faculty Education Committee, Boards of Study.</p>	<p>Programme Guide</p>
<p>Module evaluation (<i>modules delivered over summer</i>)</p>	<p>Blue eXplorance</p>	<p>Canvas announcement.</p> <p>E-mails: Survey Team, Module Leader.</p>	<p>July to August 2017</p>	<p>At request of Module Leader</p>	<p>Education Committee, Programme Team Meetings, Boards of Study, Annual Monitoring Report.</p>	<p>Module and Programme Guides, Module Reports available via Canvas . Students informed orally at the start of the module.</p>