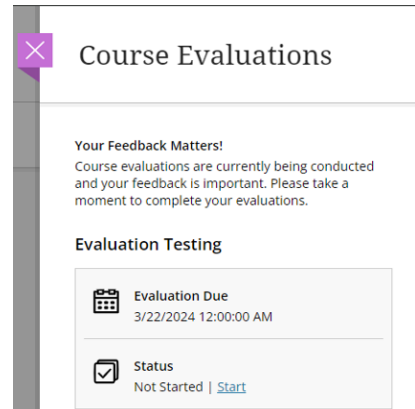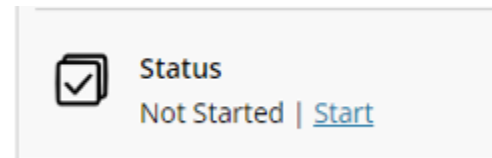# Student Instructions for Accessing Course Evaluations Through Blackboard

1. Log into Blackboard. If course evaluations are open, a pop out section with information about the current course evaluations will appear. **Please note that course evaluations will not be able to be submitted after the due date.**
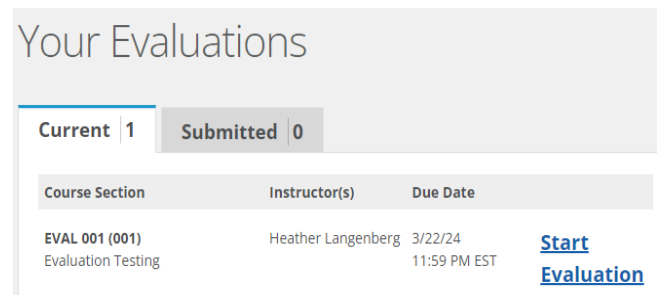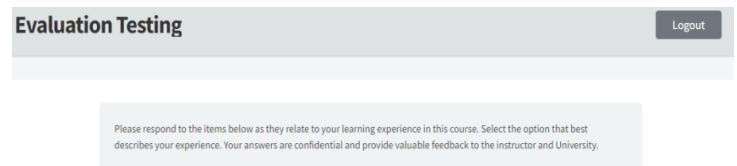

2. Click on "Start".

3. This will open the course evaluation home page. The "Current" tab will list the course sections that are available to be evaluated. Click on "Start Evaluation".
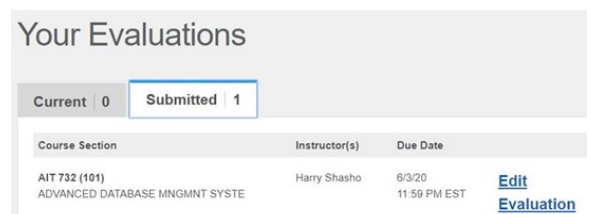
4. Answer the questions on the course evaluation and click on submit when finished. Make sure to fill out a course evaluation for each course section that is available.

5. Once a course evaluation has been completed for a specific course section, it will move from the "Current" tab to the "Submitted" tab. Please note that changes cannot be made after the evaluation due date. Logout of the system when finished.

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