

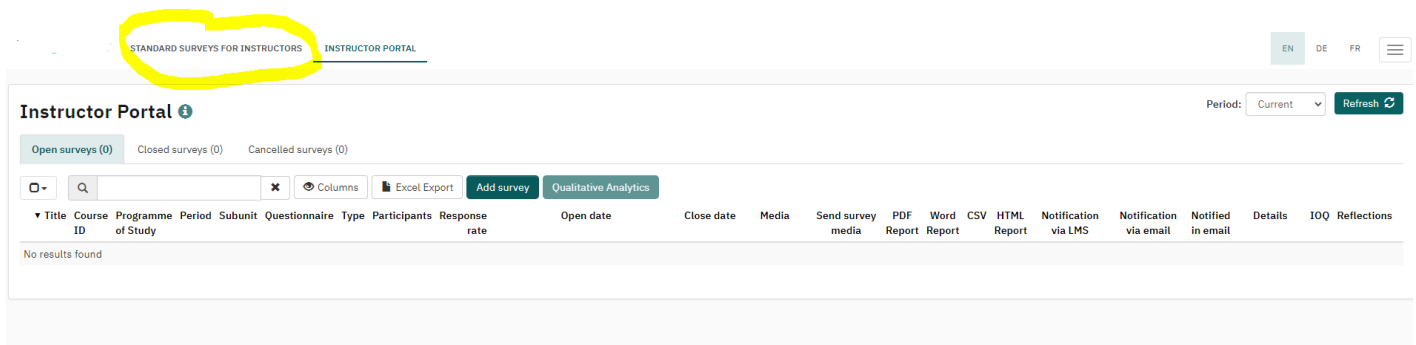
## How to create a Lecturer Teaching Survey in your Instructor Portal

### Login to your Instructor Portal

Your Student Feedback Instructor Portal can be found at <https://ucd.evsysplus.ie>; you can log in with your University login details.

### Creating a Lecturer Teaching Survey

When you login to your Instructor Portal, you will see a screen similar to the below. To begin the process of selecting a Lecturer Teaching Survey, click on the option 'Standard Surveys for Instructors'



In this screen, you will see listed the modules for which you have a Module Coordinator, Lecturer or Co-Lecturer role. If a module that you expect to see is not listed here, check the role assigned to you in the Module Descriptor in Infohub and contact the Module Coordinator to discuss.

You can choose one or modules to be included in the Lecturer Teaching Survey. When you have decided on the module(s) that you wish to include, you can click on the box(es) beside the module code(s), see below. Once you have selected the module(s), click 'Next'

