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Subject: Update: Bonus Points for Course Evaluations Now Opt-In
Date: Tuesday, September 23, 2025 10:03:00 AM
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Dear OSUIT Instructors,

We heard from several of you that you prefer not to use the **automatic 5 bonus point method** to encourage students to complete their end-of-course evaluations. Based on this feedback, we are adjusting the process. Starting immediately, the bonus point option will move from opt-out to opt-in.

That means:

- By default, no bonus points will be awarded.
- If you would like to offer the 5 bonus points, you can easily enable this feature.

How to Opt-In:

1. Go to your [SmartEvals dashboard](#).

2.  See Response Rate Tips >
3.  Set up bonus points for students via Canvas >

Once enabled, bonus points will again be awarded automatically in Canvas when students submit their evaluation through the OSUIT Evaluations & Surveys tab inside their course.

Important reminder for students:

- Students must **complete your course evaluation** from the OSUIT Evaluations & Surveys **tab inside your specific Canvas course**.
- If they use the email or text link, no credit will be given unless they return to Canvas to complete the survey.

We appreciate your feedback and hope this change makes the process more flexible. If you would like assistance enabling the opt-in feature, please don't hesitate to reach out.

Thank you for your continued support of the evaluation process and for everything you do for our students.

MICHELLE OWENS
Associate Director of



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