


## Editing the SRI Announcement

The FCS Course Template currently comes with an SRI Announcement for students. It explains what an SRI is and why it is important for them to fill it out. Many students will not know about the SRI's unless you point it out to them, so the announcement will make this process easier and will potentially improve the number of responses an instructor receives for their SRI's. The following instructions will describe how to make sure this announcement is displayed on time.

1. Read over the SRI announcement and edit the description to your preference. However, please do include where students can find the SRIs (as per the below), and the Dalhousie link for further information.

### Filling Out SRI's



Arianna Antonucci posted on Dec 1, 2020 11:50 AM •  Edited

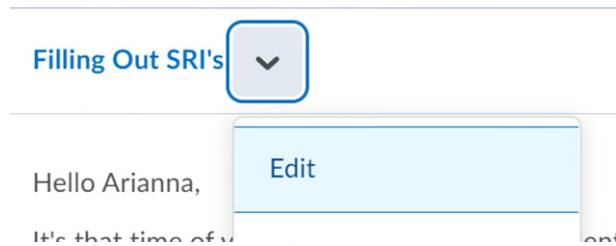
Hello Arianna,

It's that time of year again! This week the Student Ratings of Instructions have opened. To fill them out, please go under **My Tools > Ratings of Instruction** to be directed to the ratings section.

If you are unfamiliar with the SRI's, it is a type of teaching evaluation which allows students to rate how effective an instructor is at their teaching job. The information from the SRI's will then be used for quality assurance, promotion and tenure, teaching awards and grants, and enhance the teaching and learning profile for the university, so it is important to give your feedback! If you would like to know more about SRI's before filling them out, please visit <https://www.dal.ca/dept/clt/SRI.html> for more information.

NOTE: You also have the option of copying the text from this announcement and then creating a new one if you want to be sure the co-op student's name will not be associated with the announcement.

- Next, click on the dropdown beside the announcement title “**Filling Out SRIs**” and select “edit”.



- Then, change the start and end dates to match the upcoming SRI dates.

Start Date

31/12/2020	11:50 AM	Now
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*Canada - Halifax*

End Date

☐ Remove announcement based on end date

7/12/2020	11:09 AM	Now
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*Canada - Halifax*

- Once you are done, click “**Update**” or “**Publish**” if you created a new announcement.

<b>Update</b>	Cancel
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