Dear,

We are currently conducting a study about perceptions of academic self-concept in STEM classes and could use your help with your \_\_\_ class. Participation in this study would only require 15 minutes of your time this semester. Listed on this email are the few things we would ask you to do in order to participate. If you wish to continue and participate in our study, we will send you the instructions on how to integrate the survey into your canvas course via canvas commons.

**This is what we are asking you to do now**

1. Embed the survey within your course from Canvas Commons. By doing this, no further work or monitoring is required on your part regarding the survey. Instructions on how to do this are copied on this email. It will take approximately 3-5 minutes to set up completely.

2. Post an announcement letting students know about the survey around the middle of the first week of class. The text for the announcement will also be attached to this email—all you will have to do is post it.

**This is what we are asking you to do right before your first exam**

3. Post an announcement reminding students to take the survey before the exam date and time. We will send you the text for the announcement—all you will have to do is post it. We will send you a reminder two weeks before your exam to help you remember. We will send another reminder one week before your exam, in which we will include the text for the announcement.

**This is what we are asking you to do after final grades have been submitted**

4. Send final grades and first exam scores for participating students. This needs to be done at the end of the semester after final grades have been submitted. There is nothing you need to do at this time. We will remind you about this in December.

If you have any questions, please feel free to contact either Dr. Heather Ashworth (heather.ashworth@uvu.edu) or Dr. Jessica Hill (jessi.hill@uvu.edu; text: 801-477-7735) if you have any questions or concerns about the study in general or this procedure. If you desire a copy of our IRB documents or approval letter, please let us know—we are glad to send those to you for confirmation.

Warm regards,

Heather and Jessi