

Dear [\[\[SALUTATION\] \[SURNAME\]\]](#),

Optional questions for your upcoming survey are now available for your input. As the listed Course Coordinator for this survey ([\[SURVEY\]](#)), you can write your own questions for your course and teaching team (if any) by clicking the link at the bottom of this email. Instructions for completing the questions are attached.

Optional questions must be added by 5pm on Friday [\[DATE CLOSE\]](#).

Optional questions should be appropriately phrased to ask students about their perceptions of aspects of course and teaching quality. A sample of questions is listed in our Optional Questions Bank at: <http://itali.uq.edu.au/content/optional-questions-bank>.

By clicking on the link below to add optional questions, you are agreeing to only ask students questions about aspects of course and teaching quality. To progress to the Optional Questions interface, please click the link below:

[\[LINK\]](#)

Regards,

Evaluation Unit

