

**To UM Faculty,**

An email was sent today regarding customization options for Qualtrics Course Feedback Surveys. This is optional. **No action is required if you want to use the standard survey or did not opt in to the Qualtrics System.**

The email will come from: [um@qualtrics-survey.com](mailto:um@qualtrics-survey.com) with the following subject header: **“UM Course Feedback Survey Customization - Action Required by November 28.”** These tend to go to your “Other” inbox if you are using your “Focused” inbox in Outlook.

Please read the instructions and follow your personalized link to add up to three additional questions to your Course Feedback Surveys.

To give instructors a full week to complete their selections, Fall 2023 **Course Evaluations will now launch at noon on Tuesday, November 28.**

**Thank you,**

**Office of the Provost**

*This message was sent by the Office of the Provost to all UM faculty.*