
Instructor-Added Questions (“QP”) To Course Evaluations in Blue

WSU’s online course evaluation system allows instructors to add their own questions for each course. This optional feature – known in Blue as “Instructor QP” or question personalization – is determined by each college. *Note: the availability of QP does vary college-to-college, so if you teach courses in more than one college QP may not be available for all of your courses.*

Overview of QP:

- You may add up to three questions to the college’s course evaluation form.
- You may create questions as rating or likert scale, Yes/No, or open ended comments.
- QP questions can be added only during a specific window of time each semester. You will be notified by email from Blue when QP opens.
- You have the option of submitting no questions, in which case no action is needed on your part.

Steps to add your questions (see screenshot):

Access your Blue dashboard at myWSU. You can also access “QP” via Blue directly at blue.wsu.edu. Select “BAY instructor” from the drop down menu.

1. View the standard questions your students receive by clicking on the “Preview Questionnaire” tab below the instructions on the left.
2. Select “Edit” and click on the phrase “please edit this text...” to activate the yellow edit box. Type your question.
3. Then click on the “Select” tab next to the question you added in step 2. You should now see a green checkmark next to your newly added question. Repeat steps 2 and 3 to add additional questions.
4. If you need to stop before you complete the process just click the “Save” tab. To see the entire questionnaire (with your QP questions added) as it will appear to your students, click the “Save” tab and then use the “Preview Questionnaire” tab. **You must select “Submit” once you are finished adding and reviewing your questions.**

Results: The results of questions added by an instructor are provided only to that instructor as an individual “QP Report” after final grades are due. These QP results are not included in the regular Instructor Quick Report.

Need Help? Email esg.blue@wsu.edu

Instructions [Hide]

Instructors may customize their own questions choosing from the question formats below. You may add up to three questions – only using one question type once. (For example, you may only add one yes/no question.)

[Preview Questionnaire](#)

View

Personalizable items ▾

All options ▾

Dates to add your own questions. April 5 – April 11 • Instructor questions can be added only during this window. • You may create questions as rating or likert scale, Yes/No, or open box comments. See the Guidelines for additional information. • You also have the option of submitting no questions, in which case no action is needed on your part.

▲ Collapse Section ▾ Open All Questions

Edit

Yes/No with comments - Please edit this text and replace it with your QP single selection question.

Select

X Deselected

Edit

Open Box Question - Please edit this text and replace it with your QP question.

Select

X Deselected

Edit

Open Box Question - Please edit this text and replace it with your QP question.

Select

X Deselected

Edit

Likert Rating Scale - Frequency - 3 rows - Please edit this text and replace it with your QP question header for the likert scale.

✓ Selected

Deselect

Edit

Likert Rating Scale - Frequency - 1 rows - Please edit this text and replace it with your QP question header for the likert scale.

Select

X Deselected

Edit

Likert Rating Scale -Quality - 3 rows - Please edit this text and replace it with your QP question header for the likert scale.

Select

X Deselected

Edit

Likert Rating Scale -Quality - 1 rows - Please edit this text and replace it with your QP question header for the likert scale.

Select

X Deselected

Edit

Likert Rating Scale - Agreement - 3 rows Please edit this text and replace it with your QP question header for the likert scale.

Select

X Deselected

Edit

Likert Rating Scale - Agreement - 1 rows Please edit this text and replace it with your QP question header for the likert scale.

Select

X Deselected

Save

Submit

