

Create and use a Feedback Activity

Although there are 3 types of feedback resources in Moodle, the Feedback activity is the one most of our instructors use. It allows you to custom build surveys for your course. This activity is a good way to get input from your students about the improvements needed in your course design or other types of student evaluation to help you improve and upgrade your course instruction.

Only the instructor will see the results of a Feedback Activity. And you can set it so you see student names or have responses remain anonymous. You can also export the results to an Excel file if desired.

Very important to understand!

Setting up and using a feedback activity involves three parts:

- **Part 1** - Add the **feedback activity** to the course's front page.
- **Part 2** – Add the **questions** to the feedback activity.
- **Part 3** – See results from students.

More written details about the Feedback activity and the other types of feedback are at the [Blackboard Open LMS Help website](#)

Part 1 – Add the Feedback Activity

Click the “Add learning activities” choice at the bottom of a section and add **Feedback**. If needed, move the Feedback activity to the desired position in the section.

Make the recommended [setting changes](#) for the feedback activity.

Part 2 – Add questions to the feedback activity

The screenshot shows the Moodle Feedback activity interface. At the top, there is a 'FEEDBACK' header with a 'Feedback activity' link. Below this is the 'Feedback activity' title and a navigation menu with tabs: 'Overview', 'Edit questions', 'Templates', 'Analysis', and 'Show responses'. Below the navigation menu is an 'Add question' button with a dropdown menu showing 'Choose...'. Three callout boxes provide instructions: Step 1 points to the 'Feedback activity' link, Step 2 points to the 'Edit questions' tab, and Step 3 points to the 'Add question' dropdown menu.

Step 1: Click the link to the feedback activity to begin the process of adding the questions.

Step 2: Click the **Edit questions** tab.

Step 3: To begin adding questions, choose from type of question from this menu. (Common examples below.)

Example 1 – Longer text answer – best when you have open-ended questions.

The screenshot shows the configuration form for a 'Longer text answer' question. The form includes fields for 'Required' (checked), 'Question' (with a placeholder 'Type your question here'), 'Label', 'Width' (set to 80), 'Number of lines' (set to 10), 'Dependence item' (set to 'Choose'), 'Dependence value', and 'Position' (set to 10). There are 'Save question' and 'Cancel' buttons at the bottom. To the left, a dropdown menu is open, showing options like 'Select', 'Add a page break', 'Capcha', 'Information', 'Label', 'Longer text answer' (highlighted with a red box), 'Multiple choice', 'Multiple choice (rated)', 'Numeric answer', and 'Short text answer'.

Example 2 – Numeric answer – best when you want a number answer between certain parameters. (The analysis will include the average of all responses.)

The screenshot shows the Moodle question editor interface for a 'Numeric answer' question. On the left, a dropdown menu is open with 'Numeric answer' highlighted in red. The main form includes fields for 'Required' (set to 'S'), 'Question' ('How many hours did you spend completing this unit?'), 'Label', 'Range from' (0), 'Range to' (12), 'Dependence item' (Choose), 'Dependence value', and 'Position' (10). 'Save question' and 'Cancel' buttons are at the bottom.

Example 3 – Multiple choice question

The screenshot shows the Moodle question editor for a 'Multiple choice' question. On the left, a dropdown menu is open with 'Multiple choice' highlighted in red. The main form includes fields for 'Required' (S), 'Question' ('Approximately how many hours per week have you studied in this course?'), 'Label', 'Multiple choice type' (Multiple choice - single answer), 'Do not analyse empty answers' (No), 'Hide the 'Not selected' option' (Yes), and 'Multiple choice values' (0-2 hours per week, 3-5 hours per week, 6-8 hours per week, 9 or more hours per week). Callouts point to various fields: 'Type question here.' points to the question text; 'Choose "Yes" so the choice "not selected" does not appear in the student's feedback choices.' points to the 'Hide the "Not selected" option' field; 'Type each possible answer on separate lines.' points to the 'Multiple choice values' field; 'Position determines the order each question (or label) appears in the student's feedback.' points to the 'Position' field.

Part 3 – See feedback results and analyze the results.

Follow these instructions or watch this video about [analyzing data](#) from a Feedback Activity

The screenshot shows the Moodle 'Feedback activity' page. A callout points to the 'Feedback activity' link in the top navigation bar, stating 'Click the feedback link on the course page to see student results.' Below this is the 'Student Feedback' section with tabs for 'Overview', 'Edit questions', 'Templates', 'Analysis', 'Show responses', and 'Show non-respondents'. A callout points to the 'Analysis' tab, stating 'Click the Analysis tab to see anonymous and collated results for all students.' Below the tabs is an 'Export to Excel' button. At the bottom, it shows 'Submitted answers: 7' and 'Questions: 9'. A list of responses is visible, starting with '1. () How easy/difficult was it to get used to using the Moodle system? If there were problems, explain what they were.' followed by three bullet points: 'Using Moodle is very easy for me. I have used it for 3 years now.', 'No problem here it was pretty easy.', and 'It was easy.'

Student Feedback

Overview

Edit questions

Templates

Analysis

Show responses

Show non-respondents

Analysis (Submitted answers: 7)

non anonymous entries (7)

Click the **Show response** tab to see what individual students responded

First name : **All**ABCDEFGHIJKLMNOPQRSTUVWXYZ

Last name : **All**ABCDEFGHIJKLMNOPQRSTUVWXYZ

User picture	First name / Last name	Date	
	Sierra Varnnum	Thursday, February 5, 2015, 1:25 PM	Delete entry
	Kenny Segura	Tuesday, February	

Click date to see a specific student's response.