Question of the Week is featured weekly (Monday-Sunday) on the my.fsu.edu portal (left-hand, bottom corner) throughout the year. Questions are used to gather information about FSU students, FSU faculty/staff, and others regarding their behaviors, actions, and knowledge. Additionally, questions can be used to help advertise or provide information regarding programs and services at FSU.

Question of the Week collects responses from students, faculty, staff, and guests. A range of 1,000-4,000 respondents answer the question each week. Student responses can be paired with student demographics to create a robust report (by OVPSA Strategic Planning and Assessment staff) that will help you better understand the types of student populations responding to your question. Reports available upon request to admoore2@fsu.edu.
Log in to my.fsu.edu. On the left-hand side menu, click the down arrow for Benefits & Resources. Then, click on Question of the Week.

Click the Submit a Question button.

Fill in the Question Submission Form:

- All starred fields (*) are required.
- You can have between 2-5 answer choices. Respondents may only select one answer choice.
- The response description will appear after the respondent has answered the question. This is a great opportunity to redirect respondents to your website or resources they can utilize that pertain to the question.
- You will have to choose one or more communities to participate in the question. Most questions are set for students and faculty & staff respondents. You can request two questions for the same date range if they are for different audiences (i.e. one for students, one for faculty/staff).
- Search tags may help you search for your question in the question bank once it’s completed.
- Questions must be submitted 2 weeks in advance of desired display dates.
- Questions are subject to feedback and will be approved by OVPSA staff.
Below are tips to help you ask good questions that are likely to get responses.

1. People are more likely to answer questions about themselves than about a program or service.

   **Program/Service-Related Question:**
   Q: Which of the following courses has exclusive tutoring services available?
   A1: Math
   A2: Chemistry
   A3: English
   A4: History
   
   **Person-Oriented Question:**
   Q: Which of the following subjects do you think tutoring could help you excel in?
   A1: Math
   A2: Chemistry
   A3: English
   A4: History
   
   **Response Text:** The Math department offers exclusive math tutoring services to students in MGF1106, MAC1140, and MAC2233. You can find out more here: https://ace.fsu.edu/math-studio

2. Double-barreled questions (two questions combined in one) can be difficult for respondents to answer.

   **Double-Barreled Question:**
   Q: Which of the following exercises boosts your mood the best and give you the best physical workout?
   A1: Cardio
   A2: Strength-training
   A3: Yoga
   A4: Playing a sport
   
   **Single Subject Question:**
   Q: Which of the following exercises helps boost your mood best?
   A1: Cardio
   A2: Strength-training
   A3: Yoga
   A4: Playing a sport
   
   **Response Text:** Campus Recreation offers a variety of cardio, strength, mind/body, and sports to help strengthen your mental, physical, and emotional self! Check out all the services here: https://campusrec.fsu.edu.

3. Assuming questions will box respondents in; there may not be a response option that fits their situation.

   **Assuming Question:**
   Q: How often do you drive to campus?
   A1: 7 days/week
   A2: 5-6 days/week
   A3: 3-4 days/week
   A4: 1-2 days/week
   
   **Inclusive Question:**
   Q: What is the primary way that you commute to campus?
   A1: Walk
   A2: City transportation
   A3: Non-motorized transit (bicycle, skateboard, etc)
   A4: Motorized vehicle (automobile, motorcycle, etc)
   
   **Response Text:** Transportation services is here to help! Whether you struggle to find parking, need a ride to the airport, or are planning a trip to south Florida, we’ve got you covered.
Below are tips to help you ask good questions that are likely to get responses.

4. Because there are limited choices (five is the max), it may be beneficial to combine elements into broader choice categories.

Too Many Choices: 🚫
Q: Which of the following events are you excited to participate in during FSU Homecoming?
A1: Carnival
A2: Comedian
A3: Concert
A4: Tailgate
A5: Football Game
(I still need to input Luau, Student Org Fair, Homecoming Market Wednesday, Women’s Soccer Game, Pep Rally, etc.)

Combined Choices: ✅
Q: Which of the following events are you excited to participate in during FSU Homecoming?
A1: The Big Shows (concert, comedian)
A2: Football Traditions (pep rally, tailgate, football game)
A3: Fun Entertainment (carnival, luau)
A4: Student Org-Sponsored Events (Student org fair, Market Wednesday)
A5: Other Athletic Games (Women’s Soccer, etc.)
(Got them all!)

QUESTIONS?

Contact: April Lovett
Strategic Planning & Assessment Analyst
Office for the Vice President of Student Affairs
Phone: 850-644-4544
(Preferred) Email: admoore2@fsu.edu
Updated: 4/10/2020