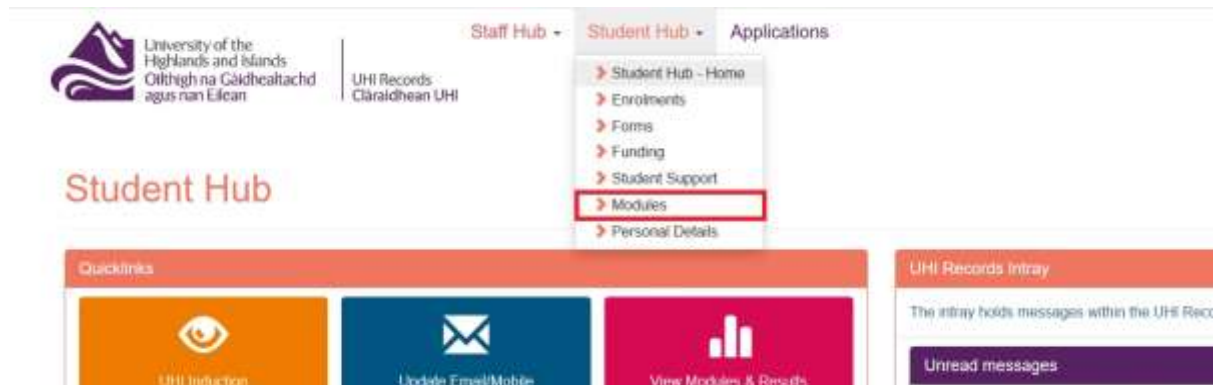


## Accessing end of module/unit surveys

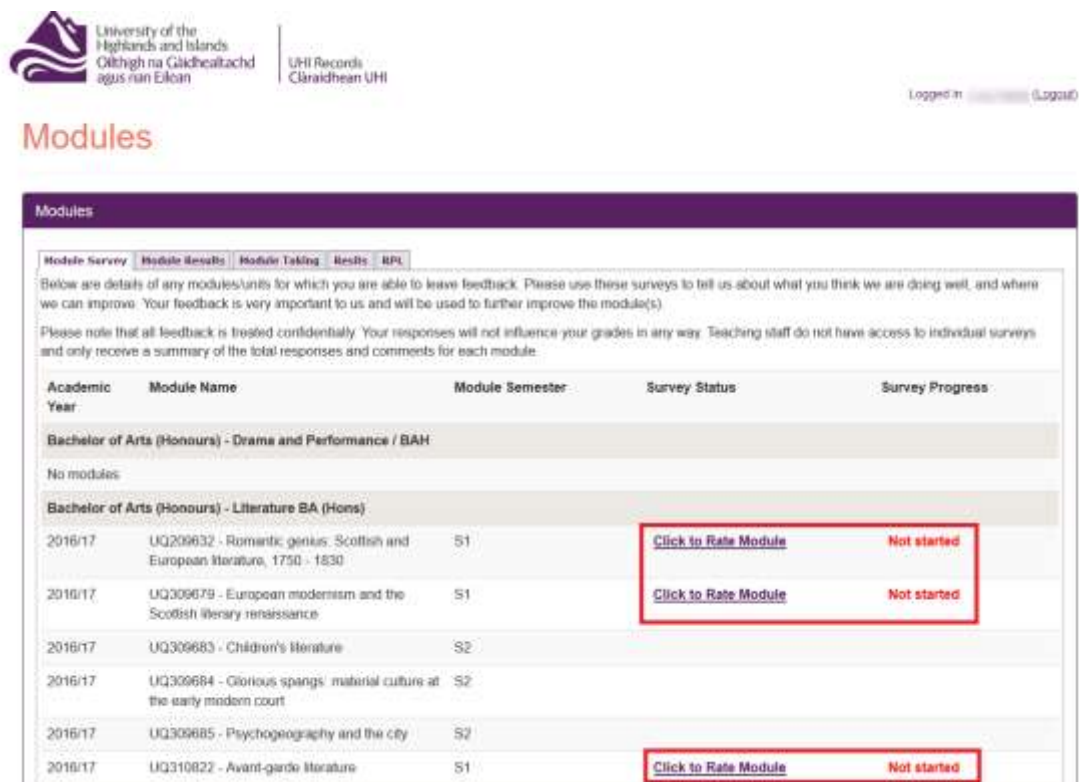
All students will receive emails which contain **direct links** to the surveys. But you can also access the surveys following the instructions below:

1. Go to UHI Records(<http://www.studentjourney.uhi.ac.uk/>) and log in using your UHI user name and password
2. Choose 'Modules' from the dropdown menu in the Student Hub



The screenshot shows the UHI Student Hub interface. At the top, there are navigation tabs for 'Staff Hub', 'Student Hub', and 'Applications'. The 'Student Hub' dropdown menu is open, showing options like 'Student Hub - Home', 'Enrolments', 'Forms', 'Funding', 'Student Support', 'Modules' (highlighted with a red box), and 'Personal Details'. Below the menu, there are three quicklinks: 'UHI Induction', 'Update Email/Mobile', and 'View Modules & Results'. To the right, there is a 'UHI Records Intraday' section with 'Unread messages'.

3. You will be taken to the 'modules' areas and should select the 'Module survey' tab. Select 'Click to Rate Module' to access the survey for that module. The 'Survey Progress' column shows which surveys you have completed.



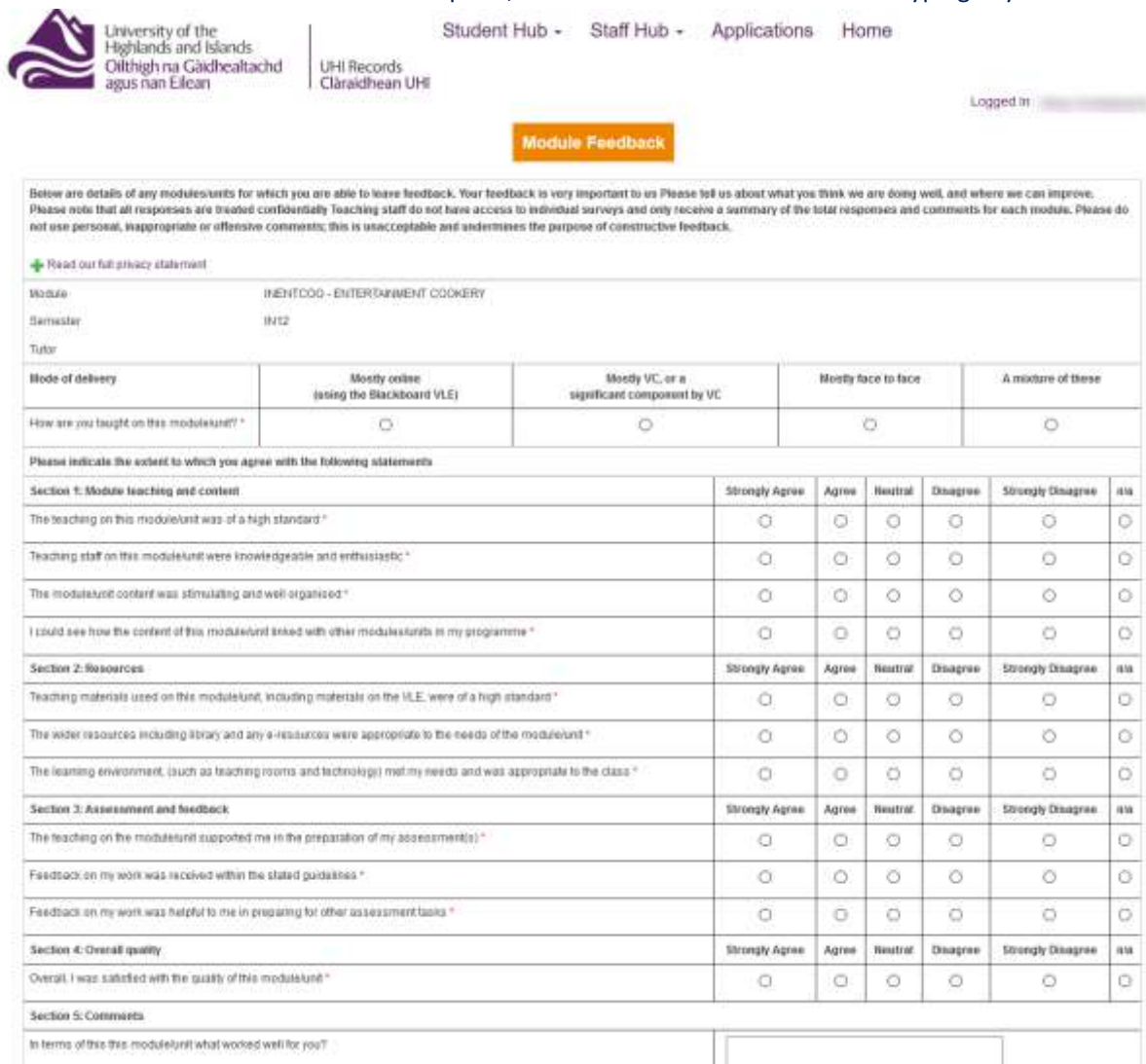
The screenshot shows the UHI 'Modules' page. The 'Module survey' tab is selected. Below the tabs, there is a message: 'Below are details of any modules/units for which you are able to leave feedback. Please use these surveys to tell us about what you think we are doing well, and where we can improve. Your feedback is very important to us and will be used to further improve the module(s). Please note that all feedback is treated confidentially. Your responses will not influence your grades in any way. Teaching staff do not have access to individual surveys and only receive a summary of the total responses and comments for each module.'

Academic Year	Module Name	Module Semester	Survey Status	Survey Progress
Bachelor of Arts (Honours) - Drama and Performance / BAH				
No modules				
Bachelor of Arts (Honours) - Literature BA (Hons)				
2016/17	UQ209632 - Romantic genius: Scottish and European literature, 1750 - 1830	S1	<a href="#">Click to Rate Module</a>	Not started
2016/17	UQ309679 - European modernism and the Scottish literary renaissance	S1	<a href="#">Click to Rate Module</a>	Not started
2016/17	UQ309683 - Children's literature	S2		
2016/17	UQ309684 - Glorious spangs: material culture at the early modern court	S2		
2016/17	UQ309685 - Psychogeography and the city	S2		
2016/17	UQ310822 - Avant-garde literature	S1	<a href="#">Click to Rate Module</a>	Not started

4. You will be given the choice to complete the survey in English or Gaelic



5. Once you have clicked through to the survey the module title is displayed at the top of the page. Click on the buttons to select an option, and click in the text boxes to start typing any comments.



UHI Records is best accessed using **Internet Explorer**.  
 Please contact the **UHI Servicedesk** if you have any technical issues: Monday to Friday - 08:00 to 17:00, on 01463 279150 or 150 from an internal telephone, [servicedesk@uhi.ac.uk](mailto:servicedesk@uhi.ac.uk)