

## Example of Students' Survey Guidelines



**Purpose:** To find out what students think about reading

**Use of Survey Results:** To give teachers some information about students' reading habits and the kinds of reading students prefer

### Survey Questions:

- Consider the types of questions you will use—closed ended (e.g., yes/no, multiple choice, rating-response scales) or open ended (e.g., essay, short answer).
- Consider the following points when asking questions—use simple language, write clearly, keep questions short, and avoid biased questions.

**Subjects:** Are my classmates relevant subjects? Yes/No

**Format:** What format are we going to use? (appealing, easy to read, one question per line, interesting questions)

**Directions:** Create clear instructions and rubrics.

### *Example:*

This survey is designed to assess your reading habits. Your responses will be used to guide teachers about students' likes and dislikes and books that motivate students the most. Responses will be kept anonymous and will not affect your grade in the course. Please indicate how much you agree with each statement using the following response scale:

- 1—Strongly Disagree
- 2—Disagree
- 3—Neutral
- 4—Agree
- 5—Strongly Agree