Instructions for Students

Logging In

Enter [http://surgery.uthscsa.edu/students](http://surgery.uthscsa.edu/students) into your web browser.

Enter your UTHSC-SA username and password under "login" on the right side of the screen. And click on the "Secure Login" button.

(If you put a checkmark next to "Keep me signed in" underneath the "Secure Login" button, then your computer will automatically fill in your username every time you access this page.)

Student Survey Overview

From the "Main Menu" page, click on "Student Survey Overview".

Survey Needed

The "Student Survey Overview" page will display a list of your rotations which require the completion of a survey.

You must complete the survey to receive your grades.

Please contact [WebTeam@uthscsa.edu](mailto:WebTeam@uthscsa.edu) with any questions or concerns.
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**Completing a Survey**

To complete a course survey click on the “Survey Needed” button. A window will pop up with the survey form (if you do not see this window, you will need to adjust settings within your web browser to allow viewing pop-up windows.)

You must fill out the entire form, including the comments section, to complete the course survey.

Once you have finished the survey, click on the “Submit” button. You will see a confirmation message indicating that your information was submitted. If instead you see a yellow box with Warning text, you did not previously fill out the entire form, and it cannot be submitted until you complete the entire form.

**Seeing Your Evaluation Grade**

After you have submitted the course survey, click on the browser refresh button and you will see your course evaluation grade.

If a Faculty member has not yet submitted an evaluation, you will see “Grade Not Yet Submitted.”

Future development to this area will allow you to view the evaluation comments submitted by faculty.

**Exiting the System**

When you are finished, you may log out of the system by clicking on “Logout” on the left side menu.

Please contact WebTeam@uthscsa.edu with any questions or concerns.