



**Faculty – You may read aloud all or part of this script below to help facilitate SPOT completion in your classroom.**

Please wait until I have finished reading the instructions and have left the (class/virtual) room before completing your course evaluation(s). Course Evaluations at CSULB are called SPOT: Student Perceptions of Teaching. SPOT is administered at the end of each term. Your feedback helps improve the course.

I will show you an image that illustrates the two ways you can take SPOT.

1. Go to your [SSO/MyApps](#) and click the SPOT tile
2. Scan the SPOT QR code

You'll be directed to your SPOT student portal. You may have multiple course evaluations listed. Please select this course and ensure that the course information on the survey matches the course you have selected to evaluate.

If you have any issues, email [ats-survey@csulb.edu](mailto:ats-survey@csulb.edu) with the course information, including section number and instructor name. If you do not have access to a device during this class, please complete the evaluation before the last day of classes. You can use the campus computer lab or personal device.

**Show:** Graphic of SPOT SSO Tile & QR Code on page 2

**Faculty exits the (class/virtual) room.**



**SPOT**  
**COURSE**  
**EVALUATIONS**

