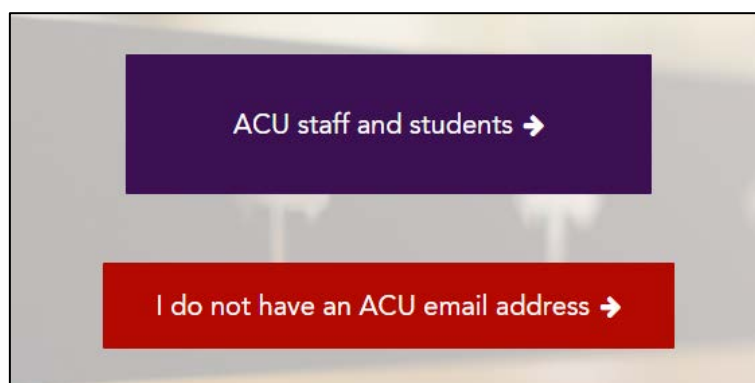


## How to Complete a Student Evaluation of Learning and Teaching (SELT) Survey via LEO

1. To complete a SELT survey via LEO, please log into LEO (Learning Environment Online) <http://leo.acu.edu.au> with your student username and password.

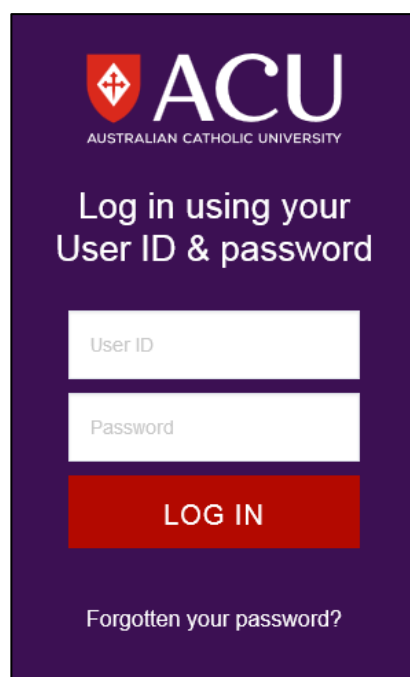
→ Click the 'ACU staff and students' button to login:



→ You will see the new LEO login page. Enter your User ID and password and click the 'Log in' button.

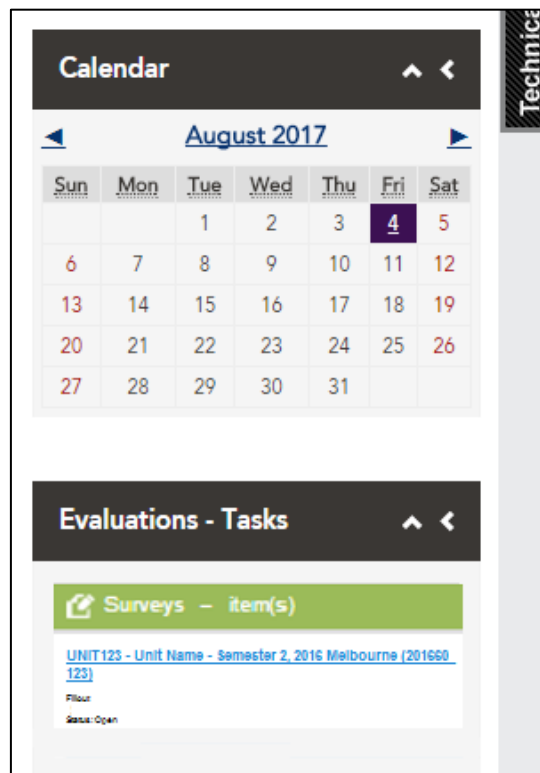
**User ID: (ACU student number)**

**Password: Enter your password (network password):**



The image shows a screenshot of the LEO login page. At the top is the ACU logo and the text 'ACU AUSTRALIAN CATHOLIC UNIVERSITY'. Below this is the text 'Log in using your User ID & password'. There are two input fields: 'User ID' and 'Password'. Below the input fields is a red button labeled 'LOG IN'. At the bottom is a link labeled 'Forgotten your password?'.

2. In the **Evaluations-Tasks** block, you will see a list of your unit(s).



3. Select (click the text) for your unit in the list to start completing the SELT survey. A new window will open (similar to the one shown below).

Click "Next" button to continue. Remember to click "Submit" button to complete the survey.

### ACU - Student Evaluation of Learning and Teaching (SELT) for UNIT123 Unit Name - Semester 2, 2016 Melbourne (201660\_123)

As part of our commitment to improving the student experience at Australian Catholic University, we are seeking your feedback on the units in which you are currently enrolled. This feedback will help us better understand and address the issues facing students.

Please select the response that best reflects your experiences of the unit. In the comments sections, please write constructive feedback in a professional manner.

We greatly appreciate your co-operation.

**Instructions**

- To save your answers and move onto the next section, click the "NEXT" button.
- Please remember to click the "SUBMIT" button after you complete each survey.
- If you are unable to complete the survey in one session, make sure to save your incomplete review by clicking the "SAVE" button. To resume a previously saved survey, return to your original email containing the link to your unit feedback. If your session times out prior to submitting, please return to your original email.

Please click on the "NEXT" button below now, and complete your evaluation.

Previous
Next
Save
Submit

Mobile Version | Standard Version
Powered by 