Explorance Blue Instructor Guide: Course Survey Status
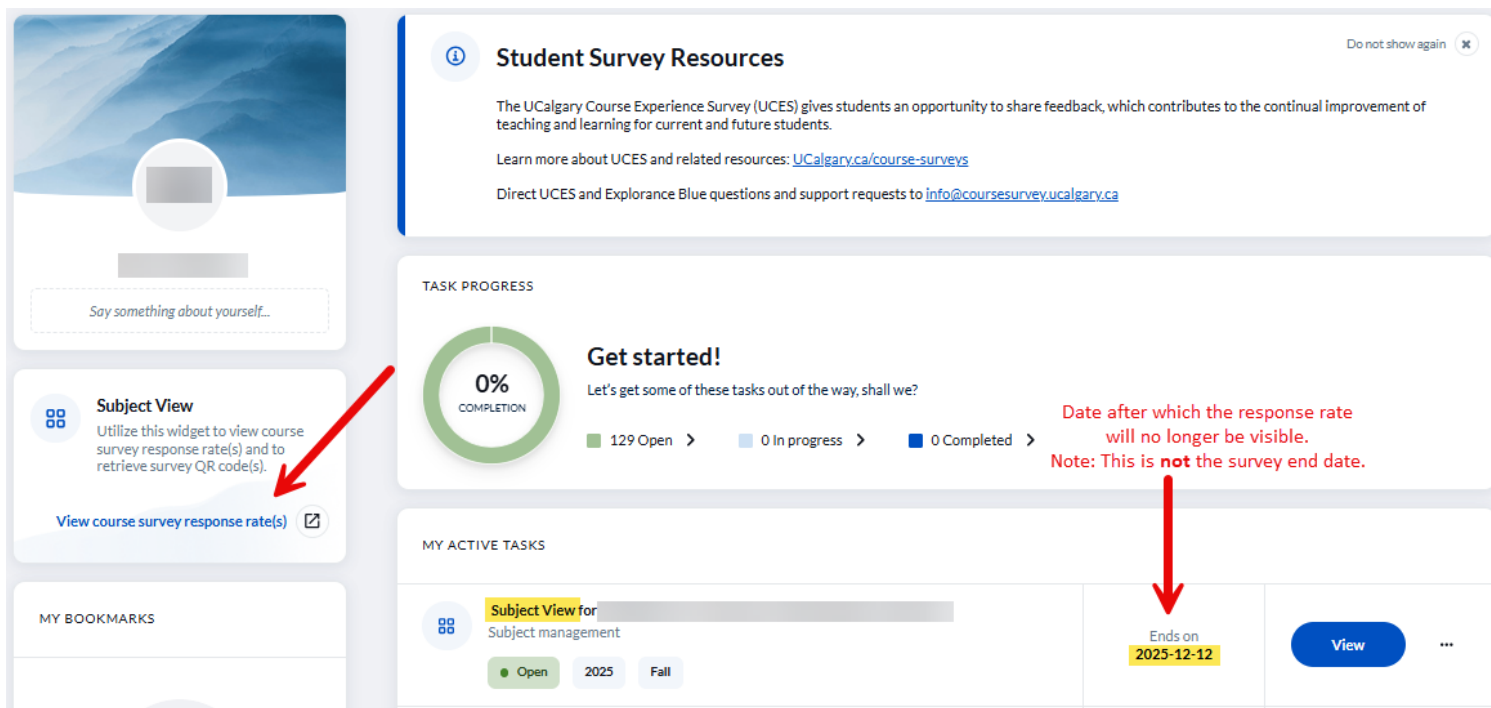
Updated November 2025

Purpose: Utilize the online course survey platform (Explorance Blue) to view status and response rates for course surveys, and to retrieve course survey QR code to share with students.

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1. An email will be sent to you from info@coursesurvey.ucalgary.ca, including the link to the Blue online platform. Click on "*Click here to view course survey status*" to access Blue.
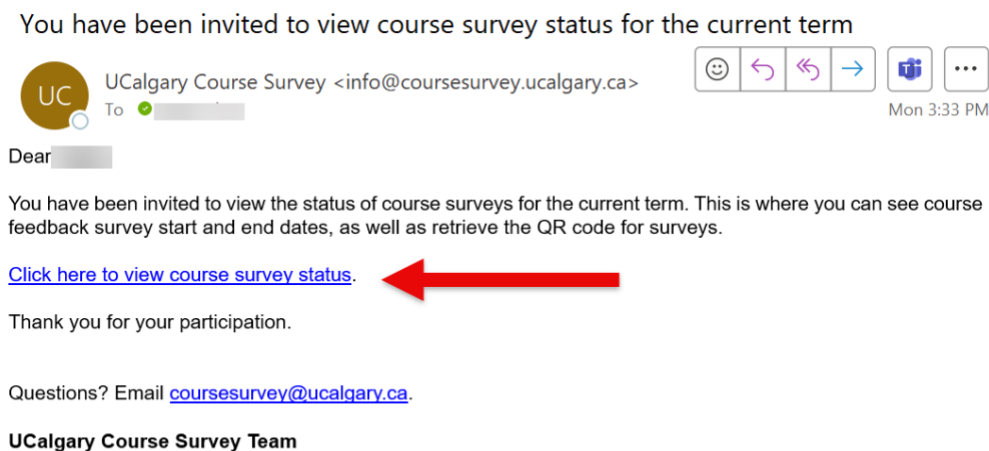
Alternatively, log in to the Blue homepage (https://my-ucalgary.bluera.com/), and navigate to the Subject View widget on the left side of the screen, then click on the "View course survey response rate(s)" link.
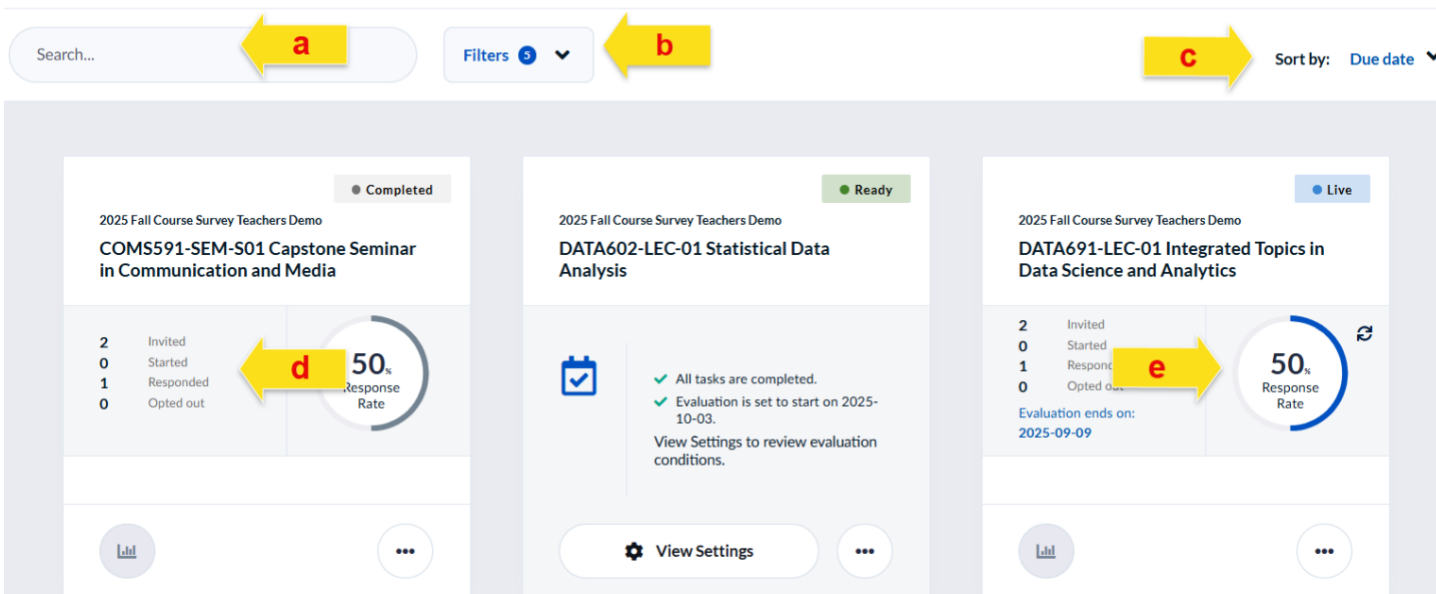

Note: The end date for Subject View is the date after which the response rate will no longer be visible. This is **not** the survey end date.

2. The following is displayed on the Subject View page.

  a. Search bar: Allows keyword search to locate a specific course survey
  b. Filters: Apply filter to view courses by status
  - *Ready*: course survey is scheduled to start
  - *Live*: course survey is open for student feedback
  - *Completed*: course survey is closed, and students are no longer able to provide feedback
  - Note: Pending, Pause, Expired, Opted Out are not used
  c. Sort by: Sort course survey by *Due date* or *Subject Name* (i.e., course name)
  d. Participant details: Indicates the number of participants who were invited, started and responded.
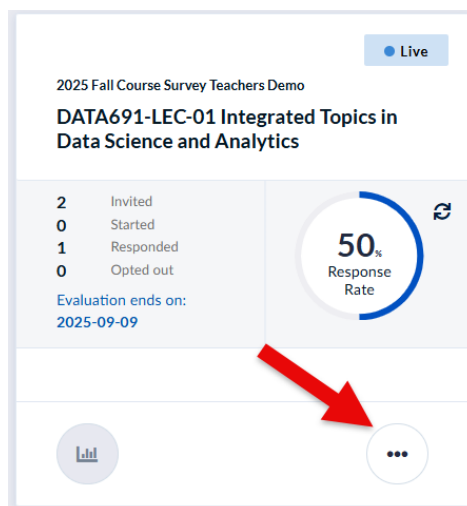 e. Response rate: Displays course survey response percentage in real time

3. For more options, click the ellipses (…) on a course

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4. In this menu, click on:
   a. *View QR Code* to view and share QR code for the course survey
   b. *View Settings* to view course survey start and end dates

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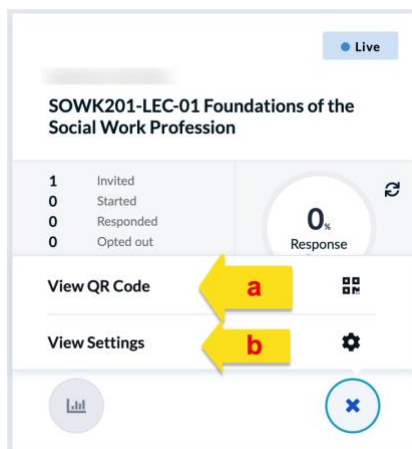
Should you have any questions, please first connect with your faculty/department's UCalgary Course Experience Surveys (UCES) administrator for support. If you require further support, please contact coursesurvey@ucalgary.ca