

# Academic Projects & Space Management

## Qualtrics Access

Revised 9/18/2020



## Accessing Qualtrics

Qualtrics is the university tool used for survey and other automated services. Qualtrics is also the tool used within Academic Affairs for our automated document process system

**Resources button in the Course Navigator menu**

**Qualtrics link in the Resources menu**

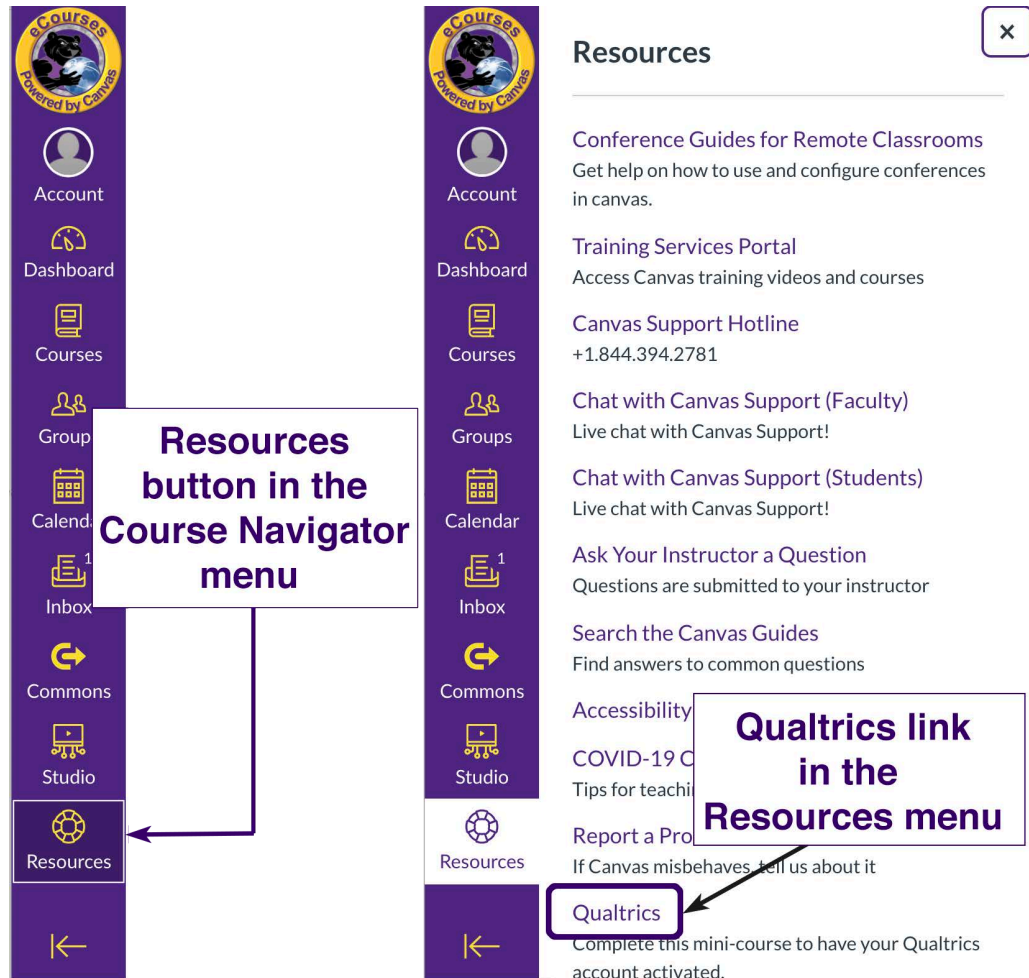
Qualtrics training, visit “e

**Resources**

- Conference Guides for Remote Classrooms  
Get help on how to use and configure conferences in canvas.
- Training Services Portal  
Access Canvas training videos and courses
- Canvas Support Hotline  
+1.844.394.2781
- Chat with Canvas Support (Faculty)  
Live chat with Canvas Support!
- Chat with Canvas Support (Students)  
Live chat with Canvas Support!
- Ask Your Instructor a Question  
Questions are submitted to your instructor
- Search the Canvas Guides  
Find answers to common questions
- Accessibility
- COVID-19 C  
Tips for teachi
- Report a Pro  
If Canvas misbehaves, tell us about it
- Qualtrics**  
Complete this mini-course to have your Qualtrics account activated.

## Choose your resource

Once you are on the eCourses home page, select the resource you are interested in under the section named “University Resources”. You will choose “Qualtrics” as your resource of interest.



## Credentials

In order to access eCourses you will need a valid username and password set administered by Prairie View A&M.

## **Email Academic Affairs**

Once you have completed the three topics with your temporary user access you will need to alert Academic Affairs. Email Academic affairs at "[qualtrics@pvamu.edu](mailto:qualtrics@pvamu.edu)". Sending this email will convert your temporary access account to a university account.

Be mindful when sending your email to Academic Affairs and include the following:

- \* Name:
- \* PV User ID:
- \* College/Department:
- \* Any additional members within your area requiring access to Qualtrics

# Thank you!