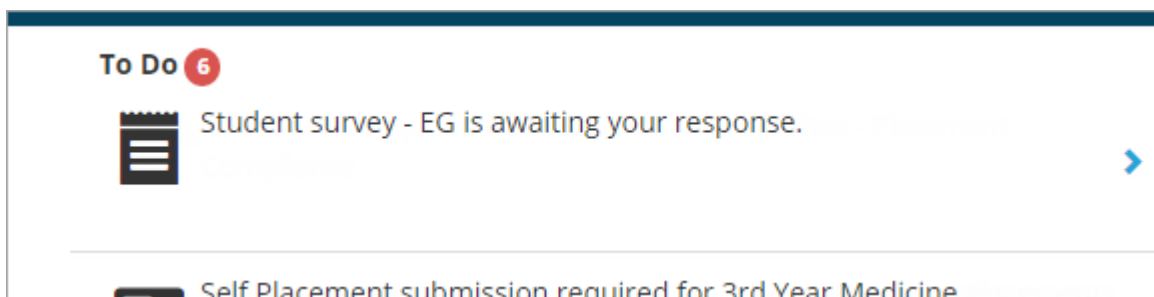


## Complete a survey/assessment

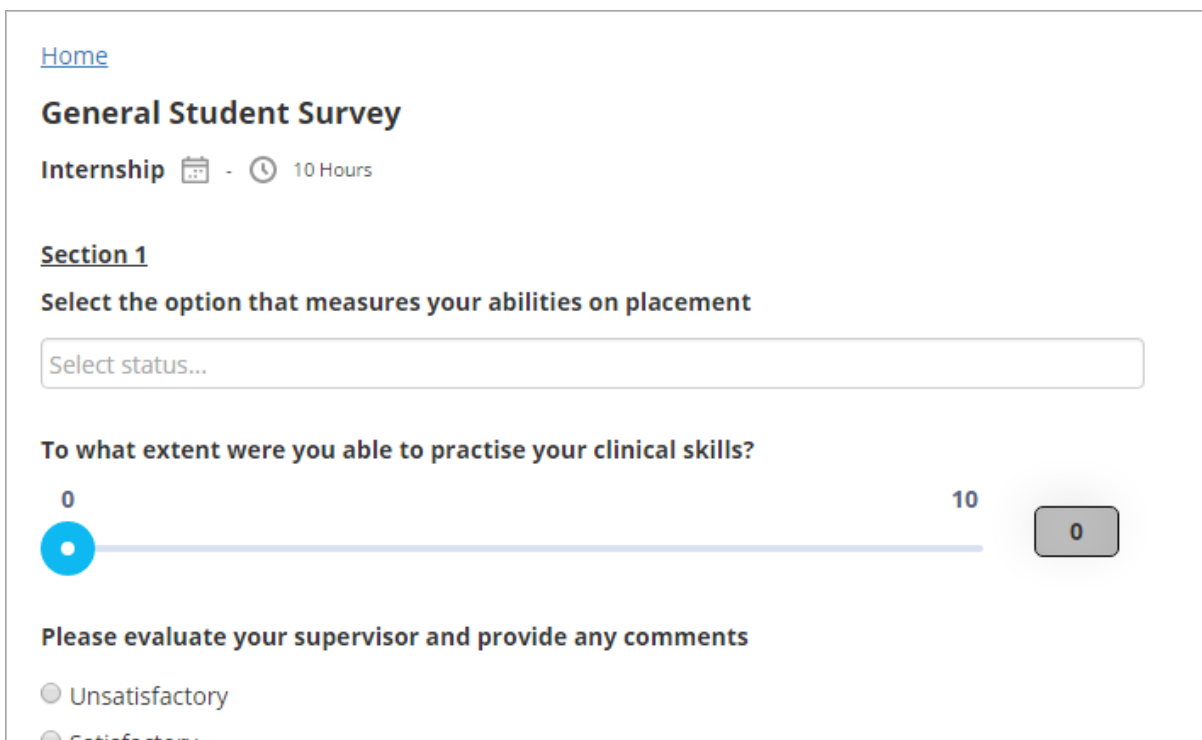
Placement coordinators publish surveys /assessments to gather feedback on your placement experience and your performance on the placement. When you log in to InPlace, if there is a survey/assessment available for you to complete, it appears in the **To Do** list on your Home page.

### How to complete surveys/assessment

1. In the **To Do** list on your Home page click the **survey/assessment** task.



The survey/assessment opens.



2. Complete the questions.
3. Click one of the following:
  - **Save as Draft:** Saves the survey/assessment so you can complete it at a later date. (Reopen it by clicking the survey/assessment task in the **To Do** list on your Home page.)
  - **Submit Survey:** Submits your completed survey/assessment to your coordinator. The survey/assessment task disappears from your To Do list.