Promotional Email Template

Dear Student,

This is just a gentle reminder that you might have forgotten to complete the Spring Term UG SOLE lecturer/module survey. The survey is open until midnight on Monday 15 April /(Tuesday 16 April for PG). [or entering the last week].

We are keen to achieve a high participation rate in order to get as many of your views as possible.

So far…….

* The participation rate for the department is currently at %
* The College participation rate is
* We currently have the xxx highest rate in the college.

To encourage you to participate - we’ll be [incentive here]

Your comments will be taken seriously. If there are things we can improve, we can only do so, if we know about them. And if we get things right, it would be nice to know that, too.

Following previous surveys….we listened to your views and we have

**SOLE** is now open at the following link [www.imperial.ac.uk/SOLE](http://www.imperial.ac.uk/SOLE) (log in using your College username and password).

The survey should only take about 10-15 minutes, so please find the time and complete it today!