

Office of Planning, Research, & Assessment
Survey Policy
January 2013

The Office of Planning, Research, & Assessment (OPRA) is able to provide expertise and consultation for faculty wanting to conduct survey research (internal and external). In order to facilitate this process more efficiently, OPRA has established the following guidelines to streamline the process for the online survey creation and result(s) distribution. Faculty requesting OPRA's assistance for survey creation **must obtain IRB approval before the distributing the survey.**

CONSULTATION PROCESS (2-week period)

Week 1 Initial draft of survey provided to OPRA submitted via Outlook Data Request or email to opra@usi.edu. Survey should include all text components required for
