



Kelli Blackburn, School Improvement Coordinator

# SIP Bites – Customer Survey Responses

March 3, 2022 ~ Volume 1, Issue 8

The BCPS Customer Survey will be administered March 1, 2022 - April 29, 2022. The current number of responses for each school will be sent to principals approximately every two weeks. Also, principals can log in and check their survey response numbers by following the directions below.

1. Log in to Cognia. <https://myjourney.cognia.org/login> (Remember, only the principal has an account with Cognia.) If the principal needs a password or assistance, click [Request Password](#) or [Contact us for login help](#). Cognia will send a link to your email to set up your password. If you don't see it in your inbox, check your spam or junk folder. If you do not receive a link, contact Cognia Customer Support at: 888-413-3669.

Email Address

Password

Login

[Request Password](#) [Contact us for login help](#)

2. Once you are logged in, type your school's name, then click on your school's name.

Which institution would you like to view?

Search by Institution name, location or customer number

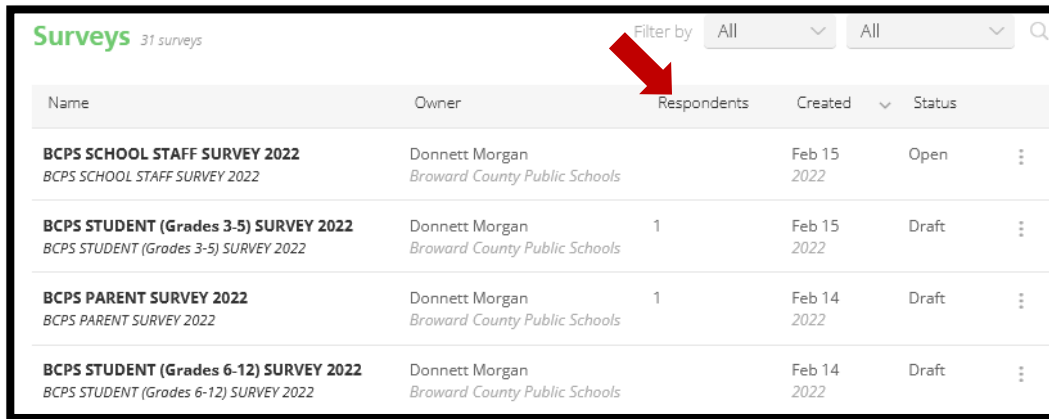
Westglades Middle School  
Parkland, Florida 330766561  
203130

1 Result(s)

3. Scroll down to eProve surveys, then click on [Go to surveys](#).

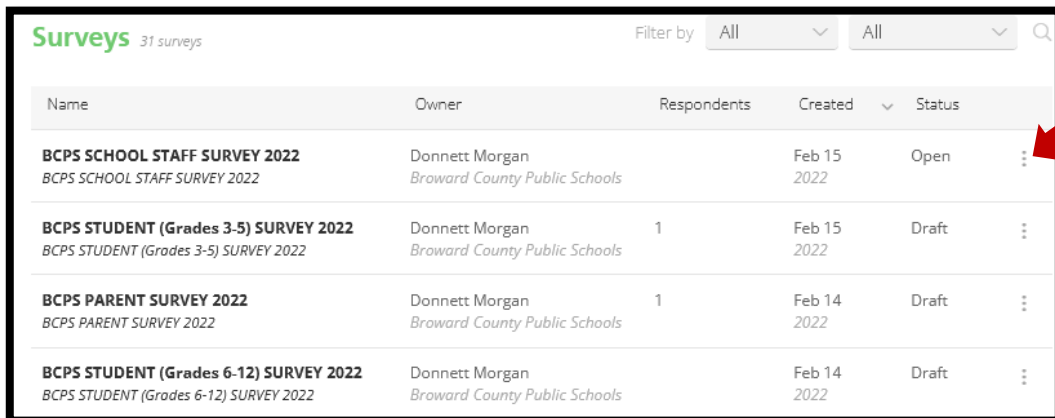


4. In Surveys, you will see your school's 2022 surveys. The [Respondents](#) column shows you the number of respondents for each survey.



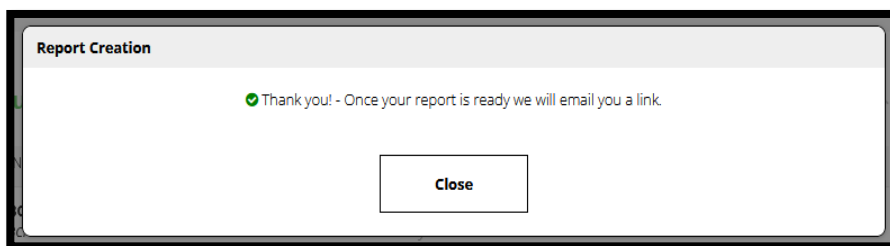
Name	Owner	Respondents	Created	Status
<b>BCPS SCHOOL STAFF SURVEY 2022</b> <i>BCPS SCHOOL STAFF SURVEY 2022</i>	Donnett Morgan <i>Broward County Public Schools</i>		Feb 15 2022	Open
<b>BCPS STUDENT (Grades 3-5) SURVEY 2022</b> <i>BCPS STUDENT (Grades 3-5) SURVEY 2022</i>	Donnett Morgan <i>Broward County Public Schools</i>	1	Feb 15 2022	Draft
<b>BCPS PARENT SURVEY 2022</b> <i>BCPS PARENT SURVEY 2022</i>	Donnett Morgan <i>Broward County Public Schools</i>	1	Feb 14 2022	Draft
<b>BCPS STUDENT (Grades 6-12) SURVEY 2022</b> <i>BCPS STUDENT (Grades 6-12) SURVEY 2022</i>	Donnett Morgan <i>Broward County Public Schools</i>		Feb 14 2022	Draft

5. For a more complete survey report, go to the three-dot menu to the right of the status (Open).

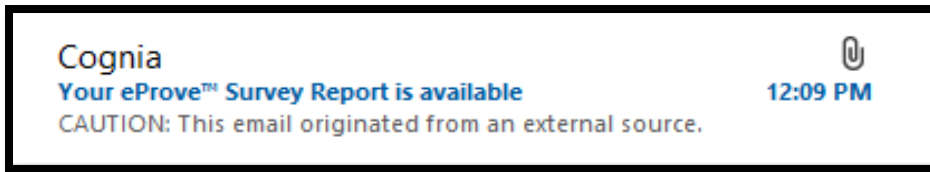


Name	Owner	Respondents	Created	Status
<b>BCPS SCHOOL STAFF SURVEY 2022</b> <i>BCPS SCHOOL STAFF SURVEY 2022</i>	Donnett Morgan <i>Broward County Public Schools</i>		Feb 15 2022	Open
<b>BCPS STUDENT (Grades 3-5) SURVEY 2022</b> <i>BCPS STUDENT (Grades 3-5) SURVEY 2022</i>	Donnett Morgan <i>Broward County Public Schools</i>	1	Feb 15 2022	Draft
<b>BCPS PARENT SURVEY 2022</b> <i>BCPS PARENT SURVEY 2022</i>	Donnett Morgan <i>Broward County Public Schools</i>	1	Feb 14 2022	Draft
<b>BCPS STUDENT (Grades 6-12) SURVEY 2022</b> <i>BCPS STUDENT (Grades 6-12) SURVEY 2022</i>	Donnett Morgan <i>Broward County Public Schools</i>		Feb 14 2022	Draft

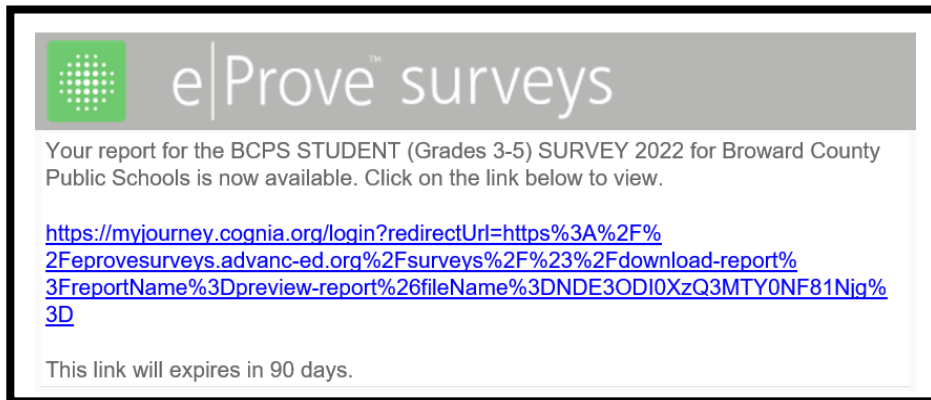
6. Click on [Generate New Report](#)



7. Close the window and you will receive an email with a link to the survey results – this can take a few minutes depending on the size of the file.
8. Check your regular inbox or spam folder for the email.



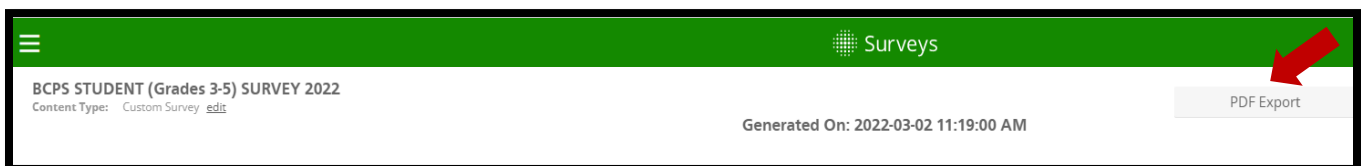
9. Once in the email, click on the link and it will take you to the eProve survey login screen.



10. Login again and you will see the report on the screen.



11. Edit the name of the report (if you wish) and save the report.
12. Once you save the report, you will see a screen with the ability to download the report as a pdf export.



If you have any questions or concerns, please contact Kelli Blackburn, School Improvement Coordinator, in the Office of Service Quality at 754-321-3636.