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| **Date** | **Reminders** | **Response Rate Goal: 80%****Minimum goal: 55%** | **Response Rate Report Posted****by 12pm ET** |
| Mon, February 5 | Survey invitation sent to JCemails. |  |  |
| Tues, February 6 | Survey invitation sent to JC email plus approved personal emails from previous administration.Text messages sent to eligible students. | Daily goal: 15%–20% | Report for February 5 |
| Wed, February 7 | Reminder email sent to personal email addresses recorded in CIS. | Daily goal: 25%–30% | Report for February 6 |
| Thurs, February 8 | None | Daily goal: 35%–40% | Report for February 7 |
| Fri, February 9 | Reminder sent to email. Text message reminders sent toeligible students. | Daily goal: 45%–50% | Report for February 8 |
| Sat/Sun, February 10 & 11 | None | Daily goal: 55%–60% | None |
| Mon, February 12 | Countdown reminder sent to email. Requests for survey link to be sent to personal email address ends at 1pm ET. | Daily goal: 65%–70% | Combined report for February 9–11 |
| Tues, February 13 | Final reminders sent to emails. | Daily goal: 80% | Report for February 12 |
| Wed, February 14 |  |  | Final Response Rate Report |