

## Getting to know you

Welcome to my class! My name's *[insert name]*, I'm your academic tutor and go by the pronoun *[insert pronouns]*. Here are a few questions that will help me do just that. **The first two rows are required** but the rest are optional. Your responses are much appreciated and will help make our class better for all.

Your name in the university's records	
Your student ID number	
How can I make this class a more comfortable environment for you? <i>E.g. Stretch breaks, dimmed lights, trigger warnings, large prints on slides, anything else...</i>	
Which pronouns should I use to refer to you? <i>E.g. He/him, she/hers, they/theirs, anything else...</i>	
Is there anything else you'd like me to know?	
Do you have any questions for me?	

**Commented [1]:** I often get questions about the point of getting students to fill out these two rows. The purpose is two-fold:

1. You can keep track of which students have completed the survey
2. It means that EVERY student fills it out - this becomes the norm. Nobody is singled out or left feeling embarrassed by contributing/handing it in.