

Appendix 1: Sample Questionnaires for Feedback from Students

A Sample suggestive questionnaire to obtain feedback from students is given in this Appendix. As the sample questionnaires are framed for institutions catering to liberal Arts and Science streams it is advised that the TEI's evolve suitable questionnaires as for the programme requirements. The data/information collected through such questionnaire , analysed and appropriately used is expected to form an important input for quality enhancement of the institution.

Sample Questionnaires for Feedback from Students *Affiliated/ Constituent Colleges*

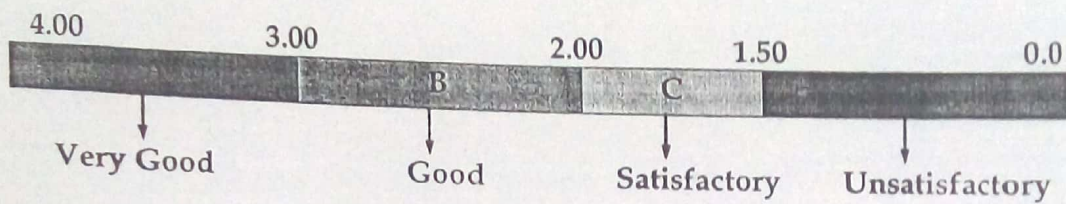
Questionnaire No. 1 College XYZ

Programme:

Department:

Semester/Term/Year:

Students are required to rate the courses on the following attributes using the 4 - point scale shown. The format given is for one course. Do the same for other courses on separate page.



Course-I

Parameters	A Very Good	B Good	C Satisfactory	D Unsatisfactory
1. Depth of the course content including project work if any				
2. Extent of coverage of course				
3. Applicability/relevance to real life situations				
4. Learning value (in terms of knowledge, concepts, manual skills, analytical abilities and broadening perspectives)				
5. Clarity and relevance of textual reading material				
6. Relevance of additional source material (Library)				
7. Extent of effort required by students				
8. Overall rating				

Questionnaire No. 2

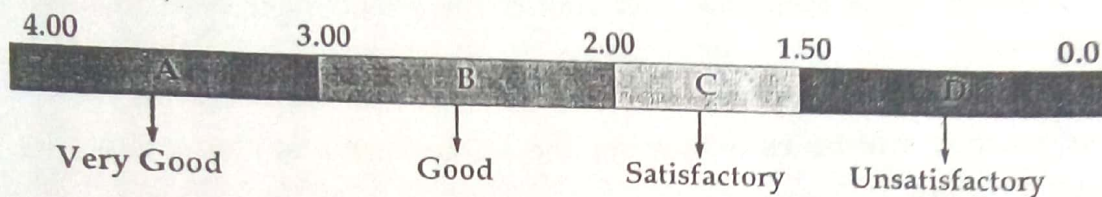
College XYZ

Student Feedback on Teachers

Department :

Semester/Term/Year :

Please rate the teacher on the following attributes using the 4 -point scale shown



Name of the Teacher:

Parameters	A Very Good	B Good	C Satisfactory	D Unsatisfactory
1. Knowledge base of the teacher (as perceived by you)				
2. Communication Skills (in terms of articulation and comprehensibility)				
3. Sincerity / Commitment of the teacher				
4. Interest generated by the teacher				
5. Ability to integrate course material with environment/other issues, to provide a broader perspective				
6. Ability to integrate content with other courses				
7. Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)				
8. Ability to design quizzes /Tests /assignments / examinations and projects to evaluate students understanding of the course				
9. Provision of sufficient time for feedback				
10. Overall rating				

Questionnaire No. 3

College XYZ

Students' overall Evaluation of the programme and Teaching

(To be filled only after the course results are declared)

Department :

Course :

Teacher :

Year :

Your responses will be seen only after your course results have been finalised and recorded.

The information will be used only for the improvement of the course and teaching in future.

You need not disclose your name if you do not wish to.

You may tick more than one answer to a question to the extent that they do not contradict each other.

1. The syllabus of each course was
 - a) adequate
 - b) inadequate
 - c) challenging
 - d) dull
2. Background for benefiting from the course was
 - a) more than adequate
 - b) adequate
 - c) inadequate
 - d) cannot say
3. Was the course easy or difficult to understand?
 - a) easy
 - b) manageable
 - c) difficult
 - d) very difficult
4. How much of the syllabus was covered in the class?
 - a) 85 to 100%
 - b) 70 to 85%
 - c) 55 to 70%
 - d) less than 55%
5. What is your opinion about the library material and facilities for the course?
 - a) more than adequate
 - b) adequate
 - c) inadequate
 - d) very poor

6. To what extent were you able to get material for the prescribed readings?
 - a) Easily
 - b) with some difficulty
 - c) not available at all
 - d) with great difficulty

7. How well did the teacher prepare for the classes?
 - a) thoroughly
 - b) satisfactorily
 - c) poorly
 - d) indifferently

8. How well was the teacher able to communicate?
 - a) Always effective
 - b) sometimes effective
 - c) Just satisfactorily
 - d) generally ineffective

9. How far the teacher encourages student participation in class?
 - a) mostly yes
 - b) sometimes
 - c) not at all
 - d) always

10. If yes, which of the following methods were used?
 - a) Encouraged to raise questions
 - b) get involved in discussion in class
 - c) encourage discussion outside class
 - d) did not encourage

11. How helpful was the teacher in advising?
 - a) Very helpful
 - b) sometimes helpful
 - c) not at all helpful
 - d) did not advise

12. The teacher's approach can best be described as
 - a) Always courteous
 - b) sometimes rude
 - c) always indifferent
 - d) cannot say

13. Internal assessment was
 - a) Always fair
 - b) sometimes unfair
 - c) Usually unfair
 - d) sometimes fair

14. What effect do you think the internal assessment will have on your course grade?
 - a) Helps to improve
 - b) discouraging
 - c) no special effect
 - d) sometimes effective

15. How often did the teacher provide feedback on your performance?

- a) Regularly/in time
- b) with helpful comment
- c) often/ late
- d) without any comments

16. Were your assignments discussed with you?

- a) Yes, fully
- b) yes, partly
- c) not discussed at all
- d) sometimes discussed

17. Were you provided with a course contributory lecture too at the beginning?

- a) Yes
- b) no

If yes, was it helpful?

- a) Yes
- b) no

18. If you have other comments to offer on the course and suggestions for the teacher you

may do so in the space given below or on a separate sheet.

Student Evaluation Form 1 (NAAC): Teacher Assessment

This is an evaluation form to be filled by the students. The student needs to assess the holistic performance of the college on the basis of under mentioned parameters.

* Required

1. Name

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2. Course *

Mark only one oval.

- B. Com. Hons.
- B. A. (H) Economics
- B. Sc. / B. Tech
- B. Com. Pass
- B.B.E.
- DBJCC
- PGDIM

3. Semester *

Mark only one oval.

- I
- II
- III
- IV
- V
- VI

4. Section *
Mark only one oval.

- A
- B
- C
- D
- E
- F
- G

PAPER 1

5. Paper 1 *
Name of the paper

6. Teacher Evaluation for Paper 1 : REGULARITY *
How regular is your teacher in the class?
Mark only one oval.

	1	2	3	4	5	
Least/Seldom	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Regularity

7. Teacher Evaluation for Paper 1 : PUNCTUALITY *
How punctual is the teacher in your class?
Mark only one oval.

	1	2	3	4	5	
Always Late	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Punctual/On Time

8. Teacher Evaluation for Paper 1 : CONTENT CLARITY *
How thorough is your teacher with the concepts and topics of this paper?
Mark only one oval.

	1	2	3	4	5	
Least Clarity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Complete Clarity

Teacher Evaluation for Paper 1 : DISCIPLINE *

Is the teacher able to maintain discipline in the class?

Mark only one oval.

Yes

No

10. Teacher Evaluation for Paper 1 : KNOWLEDGE *

How knowledgeable is your teacher in general?

Mark only one oval.

1 2 3 4 5

Least Well Informed

11. Teacher Evaluation for Paper 1 : COMMUNICATION *

How well does the teacher communicate in the class?

Mark only one oval.

1 2 3 4 5

Least Excellent

12. Teacher Evaluation for Paper 1: SUGGESTIONS/ FEEDBACK

Highlight the strengths and weaknesses of the teacher or any other suggestions for improvement.

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PAPER 2

13. Paper 2 *

Name of the paper

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14. Teacher Evaluation for Paper 2 : REGULARITY *

How regular is your teacher in the class?

Mark only one oval.

1 2 3 4 5

Least/Seldom Regularly

15. **Teacher Evaluation for Paper 2 : PUNCTUALITY ***

How punctual is the teacher in your class?
Mark only one oval.

1 2 3 4 5

Always Late Punctual/On Time

16. **Teacher Evaluation for Paper 2 : CONTENT CLARITY ***

How thorough is your teacher with the concepts and topics of this paper?
Mark only one oval.

1 2 3 4 5

Least Clarity Complete Clarity

17. **Teacher Evaluation for Paper 2 : DISCIPLINE ***

Is the teacher able to maintain discipline in the class?
Mark only one oval.

- Yes
- No

18. **Teacher Evaluation for Paper 2 : KNOWLEDGE ***

How knowledgeable is your teacher in general?
Mark only one oval.

1 2 3 4 5

Least Well Informed

19. **Teacher Evaluation for Paper 2: COMMUNICATION ***

How well does the teacher communicate the class?
Mark only one oval.

1 2 3 4 5

Least Excellent

20. **Teacher Evaluation for Paper 2: SUGGESTIONS/ FEEDBACK**

Highlight the strengths and weaknesses of the teacher or any other suggestions for improvement.

APER 3

21. Paper 3 *

Name of the paper

22. Teacher Evaluation for Paper 3 : REGULARITY *

How regular is your teacher in the class?

Mark only one oval.

	1	2	3	4	5	
Least/Seldom	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Regularly

23. Teacher Evaluation for Paper 3 : PUNCTUALITY *

How punctual is the teacher in your class?

Mark only one oval.

	1	2	3	4	5	
Always Late	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Punctual/On Time

24. Teacher Evaluation for Paper 3 : CONTENT CLARITY *

How thorough is your teacher with the concepts and topics of this paper?

Mark only one oval.

	1	2	3	4	5	
Least Clarity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Complete Clarity

25. Teacher Evaluation for Paper 3 : DISCIPLINE *

Is the teacher able to maintain discipline in the class?

Mark only one oval.

Yes

No

26. Teacher Evaluation for Paper 3 : KNOWLEDGE *

How knowledgeable is your teacher in general?

Mark only one oval.

	1	2	3	4	5	
Least	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Well Informed

27. **Teacher Evaluation for Paper 3: COMMUNICATION ***

How well does the teacher communicate the class?
Mark only one oval.

	1	2	3	4	5	
Least	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

28. **Teacher Evaluation for Paper 3: SUGGESTIONS/ FEEDBACK**

Highlight the strengths and weaknesses of the teacher or any other suggestions for improvement.

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PAPER 4

29. **Paper 4 ***

Name of the paper

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30. **Teacher Evaluation for Paper 4 : REGULARITY ***

How regular is your teacher in the class?
Mark only one oval.

	1	2	3	4	5	
Least/Seldom	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Regularly

31. **Teacher Evaluation for Paper 4 : PUNCTUALITY ***

How punctual is the teacher in your class?
Mark only one oval.

	1	2	3	4	5	
Always Late	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Punctual/On Time

Teacher Evaluation for Paper 4: CONTENT CLARITY *

How thorough is your teacher with the concepts and topics of this paper?
Mark only one oval.

1 2 3 4 5

Least Clarity Complete Clarity

33. Teacher Evaluation for Paper 4: DISCIPLINE *

Is the teacher able to maintain discipline in the class?
Mark only one oval.

Yes
 No

34. Teacher Evaluation for Paper 4: KNOWLEDGE *

How knowledgeable is your teacher in general?
Mark only one oval.

1 2 3 4 5

Least Well Informed

35. Teacher Evaluation for Paper 4: COMMUNICATION *

How well does the teacher communicate the class?
Mark only one oval.

1 2 3 4 5

Least Excellent

36. Teacher Evaluation for Paper 4: SUGGESTIONS/ FEEDBACK

Highlight the strengths and weaknesses of the teacher or any other suggestions for improvement.

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PAPER 5

37. Paper 5

Name of the paper

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38. **Teacher Evaluation for Paper 5 : REGULARITY**

How regular is your teacher in the class?
Mark only one oval.

1 2 3 4 5

Least/Seldom Regularly

39. **Teacher Evaluation for Paper 5: PUNCTUALITY**

How punctual is the teacher in your class?
Mark only one oval.

1 2 3 4 5

Always Late Punctual/On Time

40. **Teacher Evaluation for Paper 5: CONTENT CLARITY**

How thorough is your teacher with the concepts and topics of this paper?
Mark only one oval.

1 2 3 4 5

Least Clarity Complete Clarity

41. **Teacher Evaluation for Paper 5: DISCIPLINE**

Is the teacher able to maintain discipline in the class?
Mark only one oval.

Yes
 No

42. **Teacher Evaluation for Paper 5: KNOWLEDGE**

How knowledgeable is your teacher in general?
Mark only one oval.

1 2 3 4 5

Least Well Informed

43. **Teacher Evaluation for Paper 5: COMMUNICATION**

How well does the teacher communicate the class?
Mark only one oval.

1 2 3 4 5

Least Excellent

Teacher Evaluation for Paper 5: SUGGESTIONS/ FEEDBACK

Highlight the strengths and weaknesses of the teacher or any other suggestions for improvement.

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45. Your views and suggestions about the course. *

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46. Your views and suggestions about the management of the institution. *

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