



Diane Ruscito  
OFFICE PROCEDURES I

## BC Survey - Results 2022 Fall (16-Week - 221S), OFFICE PROCEDURES I

Dear Instructor,

Below are the 2022 Fall (16-Week - 221S) survey results for "OFFICE PROCEDURES I".

The overall indicator is listed first.

The second part of the analysis lists the average values of all individual questions.

Comments are listed at the report's end.

If you have any further questions, please reach out to a member of PIER.

Best regards,

Robert Wood  
Assistant Research Analyst  
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robert.wood@brazosport.edu

Diane Ruscito  
2022 Fall (16-Week - 221S)  
OFFICE PROCEDURES I (POFT1309 40221S)  
No. of responses = 4

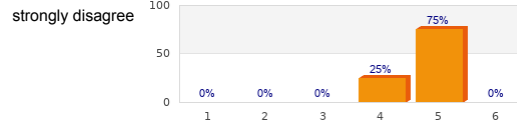


## Survey Results

### 3. Level of Agreeance:

3.1)	Instructions for course activities and assignments were clear.	strongly disagree	<table><tr><th>Level</th><th>Percentage</th></tr><tr><td>1</td><td>0%</td></tr><tr><td>2</td><td>0%</td></tr><tr><td>3</td><td>0%</td></tr><tr><td>4</td><td>0%</td></tr><tr><td>5</td><td>100%</td></tr><tr><td>6</td><td>0%</td></tr></table>	Level	Percentage	1	0%	2	0%	3	0%	4	0%	5	100%	6	0%	N/A	n=4 av.=5 md=5 dev.=0
Level	Percentage																		
1	0%																		
2	0%																		
3	0%																		
4	0%																		
5	100%																		
6	0%																		
3.2)	The workload in this course was well distributed throughout the term.	strongly disagree	<table><tr><th>Level</th><th>Percentage</th></tr><tr><td>1</td><td>0%</td></tr><tr><td>2</td><td>0%</td></tr><tr><td>3</td><td>0%</td></tr><tr><td>4</td><td>0%</td></tr><tr><td>5</td><td>100%</td></tr><tr><td>6</td><td>0%</td></tr></table>	Level	Percentage	1	0%	2	0%	3	0%	4	0%	5	100%	6	0%	N/A	n=4 av.=5 md=5 dev.=0
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3	0%																		
4	0%																		
5	100%																		
6	0%																		
3.3)	The course was delivered as outlined in the syllabus.	strongly disagree	<table><tr><th>Level</th><th>Percentage</th></tr><tr><td>1</td><td>0%</td></tr><tr><td>2</td><td>0%</td></tr><tr><td>3</td><td>0%</td></tr><tr><td>4</td><td>0%</td></tr><tr><td>5</td><td>100%</td></tr><tr><td>6</td><td>0%</td></tr></table>	Level	Percentage	1	0%	2	0%	3	0%	4	0%	5	100%	6	0%	N/A	n=4 av.=5 md=5 dev.=0
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4	0%																		
5	100%																		
6	0%																		
3.4)	Assessments/exams were based on material covered in assignments, readings, lectures, videos, group activities, etc.	strongly disagree	<table><tr><th>Level</th><th>Percentage</th></tr><tr><td>1</td><td>0%</td></tr><tr><td>2</td><td>0%</td></tr><tr><td>3</td><td>0%</td></tr><tr><td>4</td><td>0%</td></tr><tr><td>5</td><td>100%</td></tr><tr><td>6</td><td>0%</td></tr></table>	Level	Percentage	1	0%	2	0%	3	0%	4	0%	5	100%	6	0%	N/A	n=4 av.=5 md=5 dev.=0
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1	0%																		
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4	0%																		
5	100%																		
6	0%																		
3.5)	The instructor made learning relevant to my field of study, career, or degree.	strongly disagree	<table><tr><th>Level</th><th>Percentage</th></tr><tr><td>1</td><td>0%</td></tr><tr><td>2</td><td>0%</td></tr><tr><td>3</td><td>0%</td></tr><tr><td>4</td><td>0%</td></tr><tr><td>5</td><td>100%</td></tr><tr><td>6</td><td>0%</td></tr></table>	Level	Percentage	1	0%	2	0%	3	0%	4	0%	5	100%	6	0%	N/A	n=4 av.=5 md=5 dev.=0
Level	Percentage																		
1	0%																		
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3.6)	The instructor used a variety of instructional methods (examples: group discussions, student presentations, student activities, lab activities, online discussions, video assignments, case studies, etc.)	strongly disagree	<table><tr><th>Level</th><th>Percentage</th></tr><tr><td>1</td><td>0%</td></tr><tr><td>2</td><td>0%</td></tr><tr><td>3</td><td>0%</td></tr><tr><td>4</td><td>0%</td></tr><tr><td>5</td><td>100%</td></tr><tr><td>6</td><td>0%</td></tr></table>	Level	Percentage	1	0%	2	0%	3	0%	4	0%	5	100%	6	0%	N/A	n=4 av.=5 md=5 dev.=0
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3	0%																		
4	0%																		
5	100%																		
6	0%																		
3.7)	The instructor provided timely feedback on my assignments.	strongly disagree	<table><tr><th>Level</th><th>Percentage</th></tr><tr><td>1</td><td>0%</td></tr><tr><td>2</td><td>0%</td></tr><tr><td>3</td><td>0%</td></tr><tr><td>4</td><td>25%</td></tr><tr><td>5</td><td>75%</td></tr><tr><td>6</td><td>0%</td></tr></table>	Level	Percentage	1	0%	2	0%	3	0%	4	25%	5	75%	6	0%	N/A	n=4 av.=4.8 md=5 dev.=0.5
Level	Percentage																		
1	0%																		
2	0%																		
3	0%																		
4	25%																		
5	75%																		
6	0%																		
3.8)	The instructor exhibited professional behavior, treated students respectfully, and used appropriate language during class.	strongly disagree	<table><tr><th>Level</th><th>Percentage</th></tr><tr><td>1</td><td>0%</td></tr><tr><td>2</td><td>0%</td></tr><tr><td>3</td><td>0%</td></tr><tr><td>4</td><td>25%</td></tr><tr><td>5</td><td>75%</td></tr><tr><td>6</td><td>0%</td></tr></table>	Level	Percentage	1	0%	2	0%	3	0%	4	25%	5	75%	6	0%	N/A	n=4 av.=4.8 md=5 dev.=0.5
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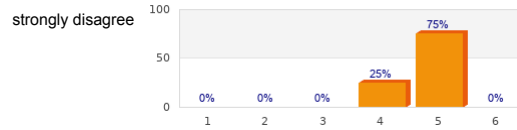
- 3.9) The instructor provided grades within the stated timeframe.



N/A

n=4  
av.=4.8  
md=5  
dev.=0.5

- 3.10) The instructor was accessible to answer questions and explain material outside of class according to office hours.

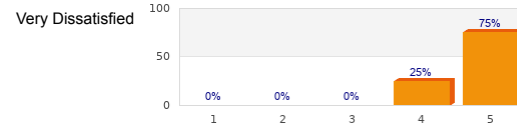


N/A

n=4  
av.=4.8  
md=5  
dev.=0.5

#### 4. Overall Satisfaction With This Course:

- 4.1) Please rate your overall satisfaction with the learning experience in this course.

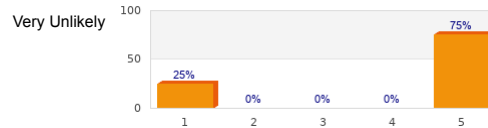


Very Satisfied

n=4  
av.=4.8  
md=5  
dev.=0.5

#### 5. Course Recommendation:

- 5.1) How likely are you to recommend this course with this instructor to a friend?

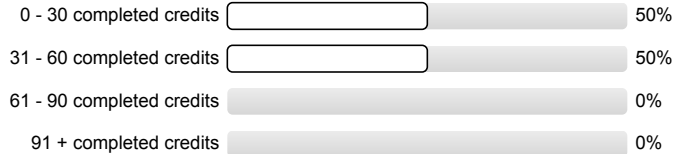


Very Likely

n=4  
av.=4  
md=5  
dev.=2

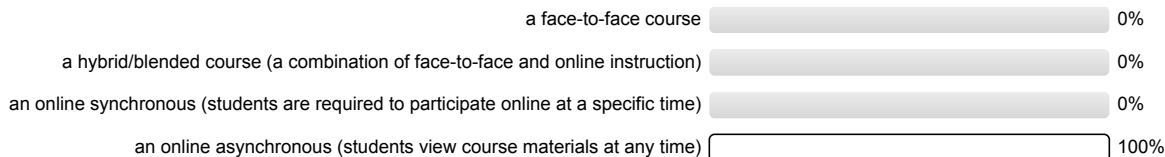
#### 7. Student Demographics:

- 7.1) How many credits have you completed toward your degree or certificate?



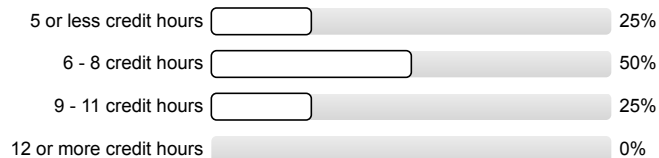
n=4

- 7.2) This course is instructed as:



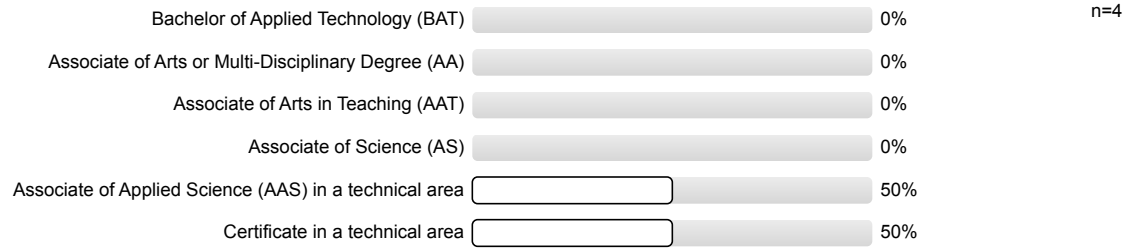
n=4

- 7.3) This term I am currently enrolled in:

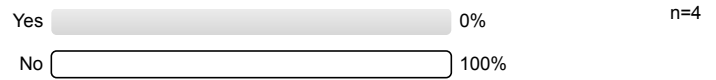


n=4

7.4) My current major is:



7.5) I am currently a high school student taking college courses.



## Comments Report

### 2. More Than One Instructor:

2.1) **If your course had more than one instructor,** in the box type the name of the instructor you are assessing. If your course only had one instructor, skip this question.

- Diane Ruscito

### 6. Open Response:

6.1) What are the strengths of this course?

- A very well organized course setup - with very much detail and instruction - the instructor has always made things very clear. The time she takes to explain and answer back quickly to any questions you may have been well appreciated. Overall, there has been very limited amount of confusion taking this "online" course and in recognizing what is expected of me. You knew exactly what you were supposed to be working on based on what week it was - due dates were made clear throughout the course. The instructor presented helpful feedback on assignments in a very polite manner. Using CENGAGE has made it easy to get a grasp of the study material and learn on my own.
- Great feedback on assignments, both what we did right or need to improve.
- It was online at my own pace and I was able to get the assignments completed at my own pace

6.2) What changes would you recommend that would improve this course?

- N/A
- Nothing