



Diane Ruscito
OFFICE PROCEDURES I (POFT1309 40231S)

BC Survey - Results 2023 Fall (16-Week - 231S), OFFICE PROCEDURES I

Dear Instructor,

Below are the 2023 Fall (16-Week - 231S) survey results for "OFFICE PROCEDURES I (POFT1309 40231S)".

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,

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Diane Ruscito
2023 Fall (16-Week - 231S)
OFFICE PROCEDURES I (POFT1309 40231S)
No. of responses = 4

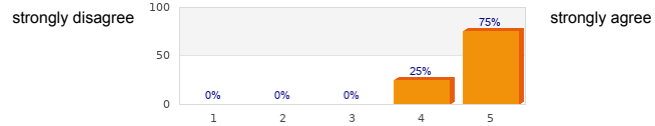


Survey Results

3. Level of Agreeance:

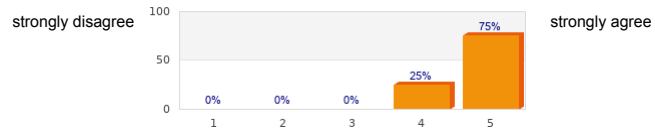


3.9) The instructor provided grades within the stated timeframe.



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

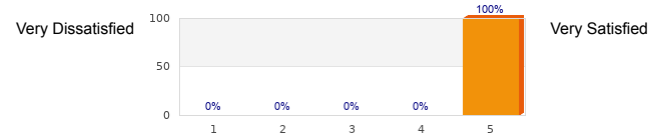
3.10) The instructor was accessible to answer questions and explain material outside of class according to office hours.



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

4. Overall Satisfaction With This Course:

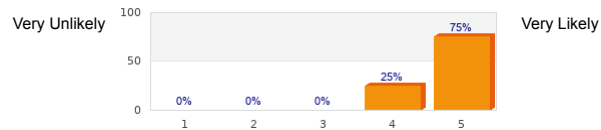
4.1) Please rate your overall satisfaction with the learning experience in this course.



n=4
av.=5
md=5
dev.=0

5. Course Recommendation:

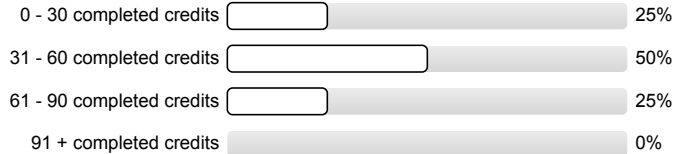
5.1) How likely are you to recommend this course with this instructor to a friend?



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

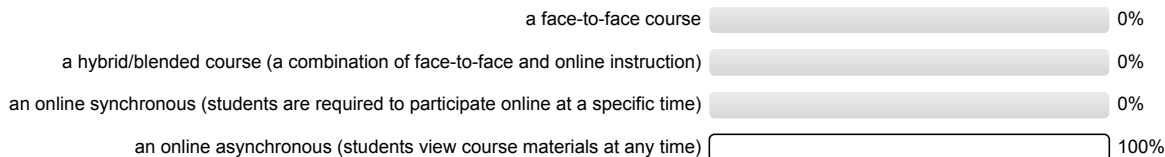
7. Student Demographics:

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



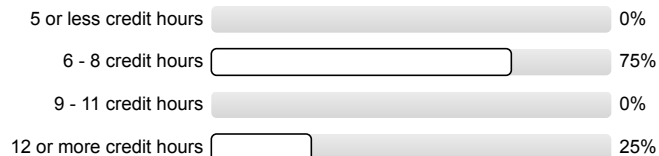
n=4

7.2) This course is instructed as:



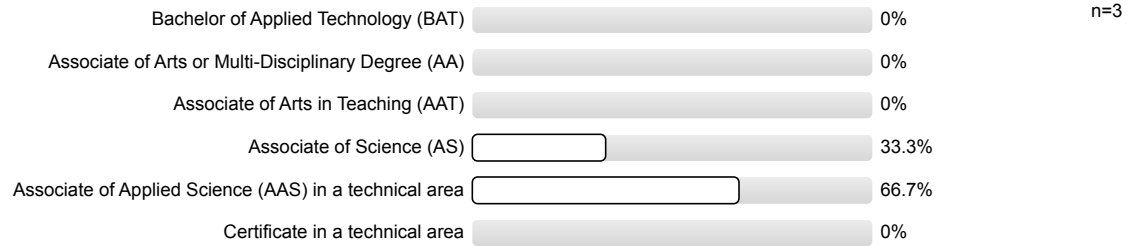
n=4

7.3) This term I am currently enrolled in:

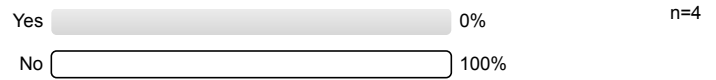


n=4

7.4) My current major is:



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



Comments Report

6. Open Response:

6.1) What are the strengths of this course?

- Great instructor and the class is easy to follow.
- The material was easy to learn and the workload was relatively light.
- The strength of this course improves efficiency and reduce errors by standardizing the tasks and processes in the office.

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

- I have enjoyed this course, I would not change anything. The instructor does a good job explaining the material, she responds quickly to e-mails, and helps solve problems.
- On occasion, we were required to learn multiple chapters of the book in one week. This was time-consuming, especially since I'm enrolled in 15 hours. In addition, some of the chapters did not seem entirely necessary to the course. I think they could have been removed to lighten the workload a bit.
- none

6.3) Any further, constructive comments?

- the instructor of this course is the best.