

# How to Use Course Evaluation Survey

## What is Course Evaluation Survey?

Doshisha University conducts “Course Evaluation Survey by Students” in all faculties. Students are asked to evaluate the course from several perspectives including the level of satisfaction and understanding, and there is also some free space where you can leave comments for the instructor about the good points and areas for improvement of the course. In response to your survey answers, the instructor will give feedback on the page for Course Evaluation Survey or Course Review, which not only makes the learning experience interactive and improves the course content, but also will be valuable resource for the university to review the course management and educational outcomes. The survey can be answered on a smartphone as well.

### STEP1

The screenshot shows the Doshisha University website. At the top, there is a navigation bar with links for 'About Doshisha', 'Academics', 'Education & Library', 'Research & Partnerships', 'Student Life', 'International', and 'Career Support'. Below this is a section for 'Visitors', 'Future Students', and 'Parents'. A large speech bubble is overlaid on the page, containing the text: "Click on the 'Learning support system DUET' on the page for current students on the Doshisha University website." The 'Learning support system DUET' link is highlighted with a red box in the 'Web Single sign-on' menu.

### STEP2

The screenshot shows the DUET login page. On the left, there is a sidebar with the DUET logo and 'Important Notes'. The main content area is titled 'Announcements from University' and contains several notices. A large speech bubble is overlaid on the page, containing the text: "Enter your User ID and password in the top-right field of the DUET main page to log in. Although you need to log in to answer the survey, no personally identifiable information will be stored with the answers." The 'User ID' and 'Password' fields are highlighted with a red box in the top-right corner of the page.

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## STEP 3

Course evaluation survey

### Course evaluation survey search

You can search for course evaluation surveys. Please fill in the search criteria.

Year

Type  Regular  Ad-hoc

Status  Unanswered  Answered

Select "Communication – Course Evaluation Survey" on the left banner and search by year to display the list of applicable courses. ※Not all of the courses you have registered for will be displayed, as the survey may not have been conducted for some courses.

### Course evaluation survey

Status	Course name	Instructor	Type	Time	Period	Start date	End date	Results
Unanswered	<a href="#">Introduction to Sociology-1</a>		Regular (Spring)	2 time(s)	Spring	Wed. 1 Wed. 2	Jul. 27, 2018	
Unanswered	<a href="#">General Psychology (1)-1</a>		Regular (Spring)	2 time(s)	Spring	Fri. 1	Jul. 27, 2018	
Application closed	<a href="#">Cognitive Psychology</a>		Regular (Spring)	2 time(s)	Spring	Mon. 4	Jul. 27, 2018	<a href="#">Download</a>
Answered	<a href="#">Cognitive Psychology</a>		Regular (Spring)	2 time(s)	Spring	Fri. 3	Jul. 27, 2018	
Unanswered	<a href="#">Principles of Education-1</a>		Regular (Spring)	2 time(s)	Spring	Fri. 4	Jul. 27, 2018	
Unanswered	<a href="#">Principles of Education-1</a>		Regular (Spring)	2 time(s)	Spring	Fri. 4	Jul. 27, 2018	
Unanswered	<a href="#">English Seminar 1-103</a>		Regular (Spring)	2 time(s)	Spring	Fri. 4	Jul. 27, 2018	
Unanswered	<a href="#">English Workshop 1-303</a>		Regular (Spring)	2 time(s)	Spring	Wed. 4	Jul. 27, 2018	
Application closed	<a href="#">The Doshisha Spirit and Christianity-2</a>		Regular (Spring)	1 time(s)	Spring	Mon. 3	Jun. 1, 2018	<a href="#">Download</a>
Application closed	<a href="#">The Doshisha Spirit and Philosophy of Science 1-4</a>		Regular (Spring)	1 time(s)	Spring	Thu. 2	Jun. 1, 2018	<a href="#">Download</a>

Click on the name of a course whose status is "Unanswered." ※You may also modify your answer for "Answered" courses within the period of survey.

## STEP4

### Course(s)

Economics of Transportation-1					
Instructor	KYOIN JIRO				
Semester	Spring	Campus	Imadegawa	credit(s)	2 credit(s)
Day and period	Wed. 1	The number of implementation times	1 time(s)	Registered students	438

### Question

(001)How many times have you been absent from this class?

- Zero
- 1 to 2
- 3 to 4
- 5 to 6
- over 7
- No answer

(002)How much time do you spend on this class each time?

- Over 2 hours
- About 90 minutes
- About 1 hour

The survey will start.  
(Time required: 5 to 10 minutes)

(017)Please describe points for course improvement, if any.

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## STEP5

**DUET**  
DOSHISHA UNIV.  
ELECTRONIC TUTORIAL SYSTEM

テスト環境

**Registration**

- Advanced Registration
- General Registration
- Course withdrawal
- Delete advanced registration
- Registered courses

**Exam / Paper**

- Exam
- Report

**Grade / Status**

- Grade
- Minor
- Package
- Other Educational Program

**Communication**

- Messages
- Course evaluation survey

**Personal Settings**

Course evaluation survey

GAKUSEI TARO

LOGOUT

### Course(s)

Course(s)	Economics of Transportation-1				
Instructor	KYOIN JIRO				
Semester	Spring	Campus	Imadegawa	credit(s)	2 credit(s)
Day and period	Wed. 1	The number of implementation times	1 time(s)	Registered students	438

### Instructor's comments

Comment There was a comment that it is difficult to fully transcribe the blackboard. I will ask the students before erasing.

For courses whose status on the STEP3 screen is「終了(コメント有)」, you can check the instructor's comments by clicking on「コメント有」.


## STEP6

Faculty	Instructor	Number of registered students	Answer Ratio	Category	Regular c	Times
						/6/1

[001] How satisfied are you with the course?

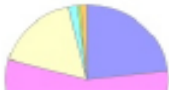
Response	Points	Person(s)	Percentage
1 Strongly Agree			
2 Agree			
3 Neither Agree or Disagree	3points	10 person(s)	6.3%
4 Disagree	2points	0 person(s)	0.0%
5 Strongly Disagree	1points	0 person(s)	0.0%
6 Cannot Answer	0points	0 person(s)	0.0%

Average: 4.47points



[002] Do you think you can achieve the goal of the course?

Response	Points	Person(s)	Percentage
1 Strongly Agree	5points	37 person(s)	23.1%
2 Agree	4points	90 person(s)	56.3%
3 Neither Agree or Disagree	3points	27 person(s)	16.9%
4 Disagree	2points	2 person(s)	1.9%



After the period of survey, if ダウンロード is shown in the Results column (far right) on the STEP3 screen, you can check the survey results of all respondents for the course.