<<Course Evaluation Instruction User Manual>>

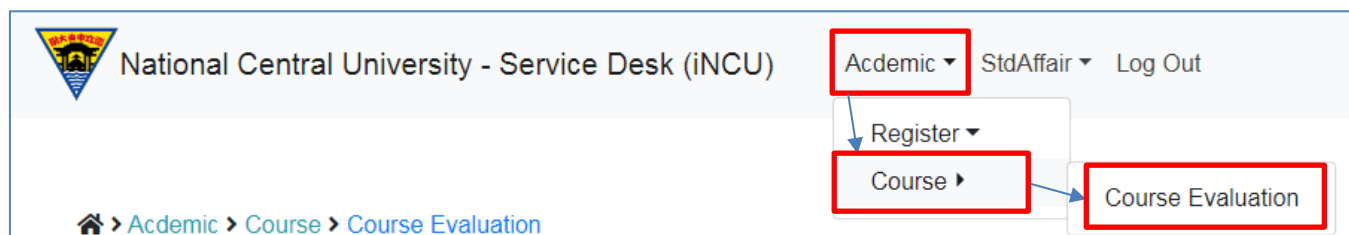**Course Evaluation Website**：**https://cis.ncu.edu.tw/iNCU/academic/course/courseEvaluate**

1. Type in your Account Name and Password and click the Login button.

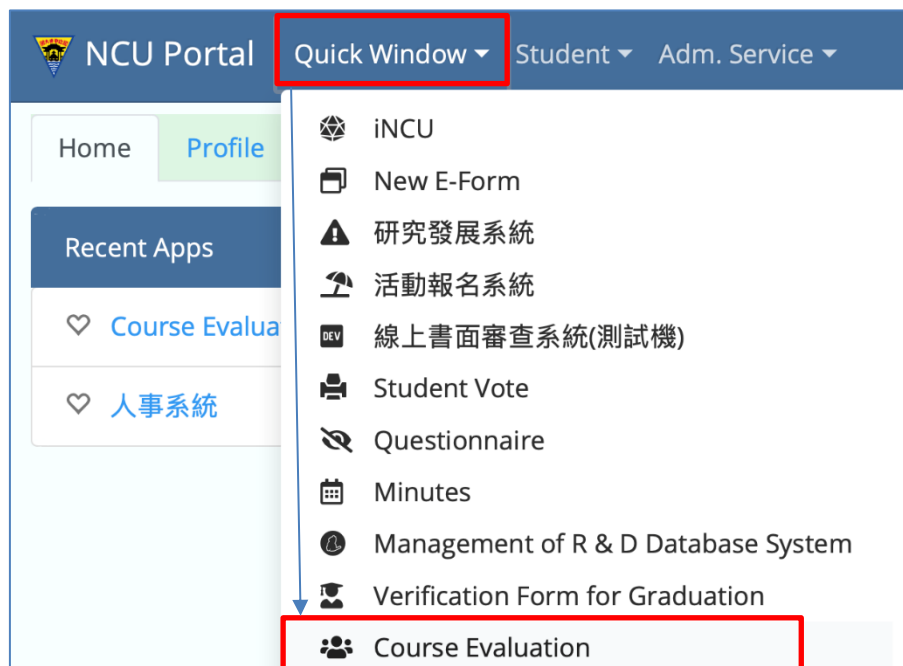(1) **NCU students** enter **Portal account** and **password**

(2) **Non NCU students** enter **Net ID account (email address)** and **password**
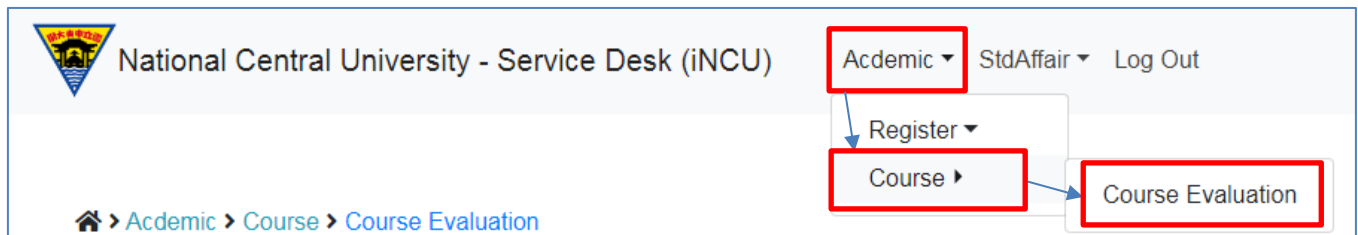
2. Two access links to Course Evaluation system：

(1) **Course Evaluation Website** : Click on 「Acdemic」→「Course」→

「Course Evaluation」

(2) **Portal Website** : Click on 「Quick Window」→「Course Evaluation」

Click on 「Acdemic」→「Course」→「Course Evaluation」

3. Please fill out the questionnaires of separate course on your course list showing on the left-hand side.

Once the questionnaire has been completed, "Filled out" will show beside the corresponding course.

4. Click on the name of the course, and then start to fill out the
   questionnaire. The user must fill out each question in the first and the
   second section. The questions of the third section are open questions.
   Complete the questions, and then click on "Send out" to submit the
   questionnaire.

Showing semester, course code, course name and instructor.

End of period 1141-CC0326-*-Introduction to Communications Hu

Basic information

01 - How often were you absent from this course?

○ Never	◉ 1-3 weeks	○ 4-6 weeks	○ 7-12 weeks	○ More than 13 weeks

02 - I registered and attended this course.

◉ Strongly agree	○ Agree	○ Common	○ Disagree	○ Strongly disagree

03 - Besides the school hours, how much time did you spend on the course every week?

◉ 10 above hours	○ 6-9 hours	○ 4-5 hours	○ 1-3 hours	○ 1 hours or less

04 - I am very serious about the learning of this course.

○ Strongly agree	◉ Agree	○ Common	○ Disagree	○ Strongly disagree

Evaluation of the course being undertaken

05 - The instructor provides a complete syllabus and the content of the course is consistent with the syllabus.

○ Strongly agree	○ Agree	◉ Common	○ Disagree	○ Strongly disagree	○ Unable to answer

06 - The course is well-prepared and informative.

○ Strongly agree	◉ Agree	○ Common	○ Disagree	○ Strongly disagree	○ Unable to answer

07 - I can feel the instructor's teaching enthusiasm in class.

○ Strongly agree	◉ Agree	○ Common	○ Disagree	○ Strongly disagree	○ Unable to answer

08 - The course provides organized content that is helpful for knowledge acquisition.

◉ Strongly agree	○ Agree	○ Common	○ Disagree	○ Strongly disagree	○ Unable to answer

09 - The designing of learning materials suits my need.

◉ Strongly agree	○ Agree	○ Common	○ Disagree	○ Strongly disagree	○ Unable to answer

Comments or suggestions for this course : You are welcome to express opinion toward this class. Please avoid emotional wording. We will forward all the suggestions to the course instructor and the department office. Your identity remains confidential and is not submitted with the response.

15 - My reflection and suggestions to this class (e.g. Teacher's adjustment of classes or make-up classes, teaching attitude, instructing method, teaching materials, class assessments, use of teaching aids, course content and supplementary etc.).

16 - Does the instructor have gender prejudice or the discrimination of language and behavior? If yes, please explain it.
Note:
1. If you have questions regarding gender equality, please refer to Gender Equity Education Committee of NCU. Ext. 57268; email: ncu57268@ncu.edu.tw.
2. According to Article 19 of Gender Equity Education Act, "when using teaching materials and engaging in educational activities, teachers shall maintain gender equity consciousness, eliminate gender stereotypes, and avoid gender prejudice and discrimination. Teachers shall encourage students to take courses in fields that are not traditionally affiliated with their gender."

Send Out

5. If there is any question remaining uncompleted, the following message will pop up:

「You haven't filled out all the questions in the questionnaire. Please check this questionnaire again. Thank you!」

Please double check whether all the questions are filled out before you submit the questionnaire.