Proforma 2
Faculty Course Review Report
(To be filled by each teacher at the time of Course Completion)

For completion by the course instructor and transmission to Head of Department of his/her nominee (Dept. Quality Officer) together with copies of the Course Syllabus outline.

<table>
<thead>
<tr>
<th>Department:</th>
<th>Faculty:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Code:</td>
<td>Title:</td>
</tr>
<tr>
<td>Session:</td>
<td>Semester:</td>
</tr>
<tr>
<td>Credit Value:</td>
<td>Level:</td>
</tr>
<tr>
<td>Name of Course Instructor:</td>
<td>No. of Students Contact Hours</td>
</tr>
</tbody>
</table>

Assessment Methods:
give precise details (no & length of assignments, exams, weightings etc)

Distribution of Grade/Marks and other Outcomes: (adopt the grading system as required)

<table>
<thead>
<tr>
<th>Undergraduate</th>
<th>Originally Registered</th>
<th>%Grade A</th>
<th>%Grade B</th>
<th>%Grade C</th>
<th>D</th>
<th>E</th>
<th>F</th>
<th>No Grade</th>
<th>Withdrawal</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of Students</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Post-Graduate</td>
<td>Originally Registered</td>
<td>%Grade A</td>
<td>%Grade B</td>
<td>%Grade C</td>
<td>D</td>
<td>E</td>
<td>No Grade</td>
<td>Withdrawal</td>
<td>Total</td>
<td></td>
</tr>
<tr>
<td>No. of Students</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Overview/Evaluation (Course Co-coordinator’s Comments) Feedback: first summarize, then comment on feedback received from: (These boxes will expand as you type in your answer.)

1) Student (Course Evaluation) Questionnaires

2) External Examiners or Moderators (if any)
3) Student /staff Consultative Committee (SSCC) or equivalent, (if any)

4) Curriculum: comment on the continuing appropriateness of the Course curriculum in relation to the intended learning outcomes (course objectives) and its compliance with the HEC Approved / Revised National Curriculum Guidelines

5) Assessment: comment on the continuing effectiveness of method(s) of assessment in relation to the intended learning outcomes (Course objectives)

6) Enhancement: comment on the implementation of changes proposed in earlier Faculty Course Review Reports

7) Outline any changes in the future delivery or structure of the Course that this semester/term’s experience may prompt

<table>
<thead>
<tr>
<th>Name: ________________________________</th>
<th>Date: ________________</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>(Course Instructor)</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name: ________________________________</th>
<th>Date: ________________</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>(Head of Department)</strong></td>
<td></td>
</tr>
</tbody>
</table>
The survey seeks graduating students’ input on the quality of education they received in their program and the level of preparation they had at university. The purpose of this survey is to assess the quality of the academic programs. We seek your help in completing this survey.

1. The work in the program is too heavy and induces a lot of pressure
   A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied
2. The program is effective in enhancing team-working abilities.
   A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied
3. The program administration is effective in supporting learning.
   A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied
4. The program is effective in developing analytical and problem solving skills.
   A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied
5. The program is effective in developing independent thinking.
   A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied
6. The program is effective in developing written communication skills.
   A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied
7. The program is effective in developing planning abilities.
   A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied
8. The objectives of the program have been fully achieved
   A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied
9. Whether the contents of curriculum are advanced and meet program objectives
   A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied
10. Faculty was able to meet the program objectives
    A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied
11. Environment was conducive for learning
    A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied
12. Whether the Infrastructure of the department was good.
    A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied
13. Whether the program was comprised of Co-curricular and extra-curricular activities
    A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied
14. Whether scholarships/ grants were available to students in case of hardship
    A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied

**Answer question 9 if applicable.**

9. The internship experience is effective in enhancing
   a. Ability to work in teams
   b. Independent thinking
   c. Appreciation of ethical Values
   d. Professional development
   e. Time management skills
   f. Judgment
   g. Discipline
   h. The link between theory and Practice

A: Very satisfied  B: Satisfied  C: Uncertain  D: Dissatisfied  E: Very dissatisfied

10. What are the best aspects of your program?
    ..................................................................................................................................................

11. What aspects of your program could be improved?
    ..................................................................................................................................................