



Dhurakij Pundit University

Student Manual
Students' Opinions and Comments
on Instructors' Teaching Performance Survey
Department: Office of Quality Assurance & Information System

Students' Opinions and Comments
on Instructors' Teaching Performance Survey
Student Manual



Table of Contents

Page

Login.....	3
Instructors' Teaching Performance Survey Form.....	8



Logon

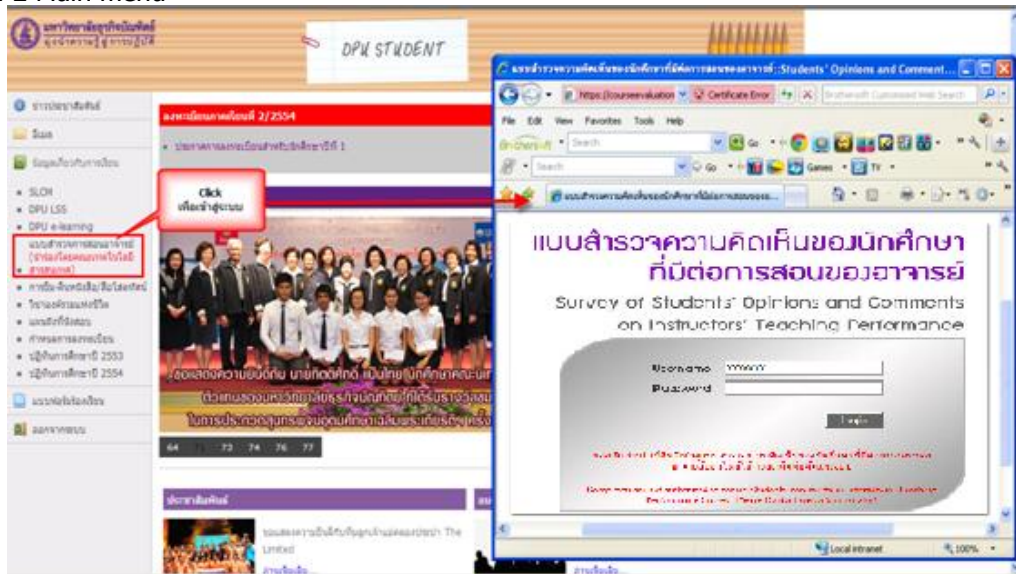
1. Access through Dhurakij Pandit University website on www.dpu.ac.th and enter User name and Password to login to the site for “DPU Students”

Fig. 1 Dhurakij Pandit University's homepage



Click on a “Teaching Performance Survey” The system will display the Login screen.

Fig. 2 Main menu





Or students can access the system at <https://courseevaluation.dpu.ac.th/>

Login Username and Password to access.

Fig. 3 Screen for Login to this system

**แบบสำรวจความคิดเห็นของนักศึกษา
ที่มีต่อการสอนของอาจารย์**

Survey of Students' Opinions and Comments
on Instructors' Teaching Performance

Username

Password

ขออภัยท่านไม่มีสิทธิเข้าสู่แบบสำรวจความคิดเห็นของนักศึกษาที่มีต่อการสอนของ
อาจารย์ออนไลน์นี้ได้ กรุณาติดต่อผู้ดูแลระบบ

Sorry, you are not authorized to access Students' comments on instructors' Teaching
Performance Survey. Please Contact web administrator!

- User ID** = Student Number Due to Student number is valid for 12 digits
- Students who have 9 digits student no. needed to put 000 (triple zero) in the front e.g.
 - Students who have 13 digits student no. needed to enter only the first 12 digits (omitting the last digit).

Password = Identification Number 13 digits for Thai students only or Passport Number for foreigner students. or the latest Password that was changed. (see Changing Password Manual for more information).

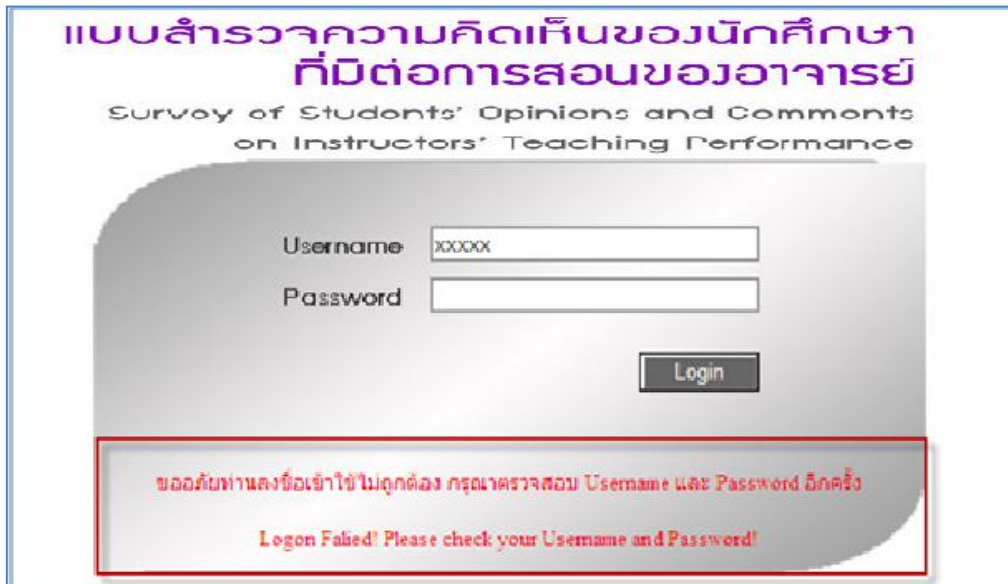
After enter both User ID and Password, and then click



Note :

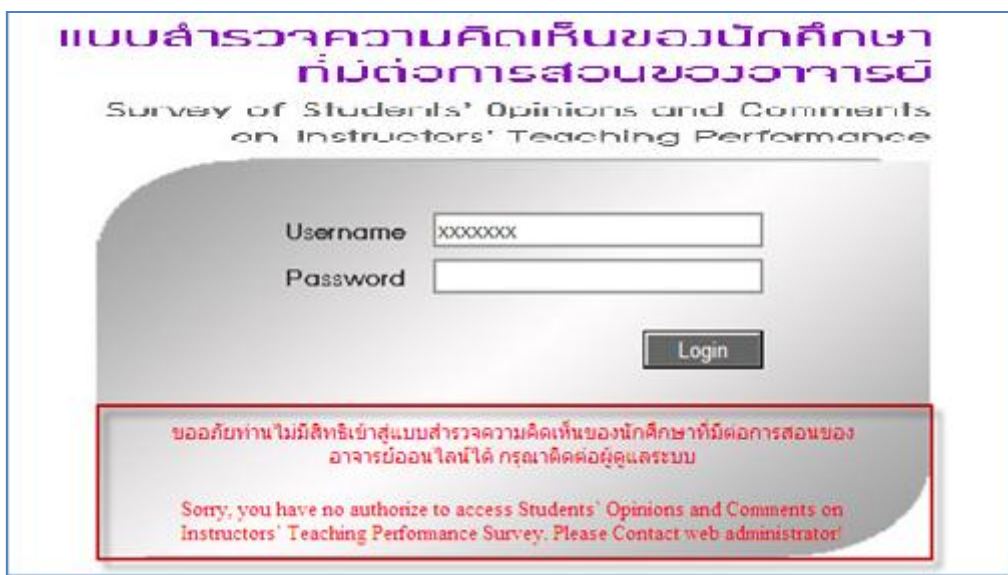
- The below message will show if your user name and/or password are incorrect.

Fig. 4 Error message for Login failed



- If you do not have permission to use the system. A message as shown in Fig. 5

Fig. 5 Screen display for un-authorization





- If this screen appears as below, press the “Continue to this website (not recommended)” as shown in Fig. 6
- and then click “No” (see Fig. 7)

Fig. 6 Screen display about Problem with website's security certificate

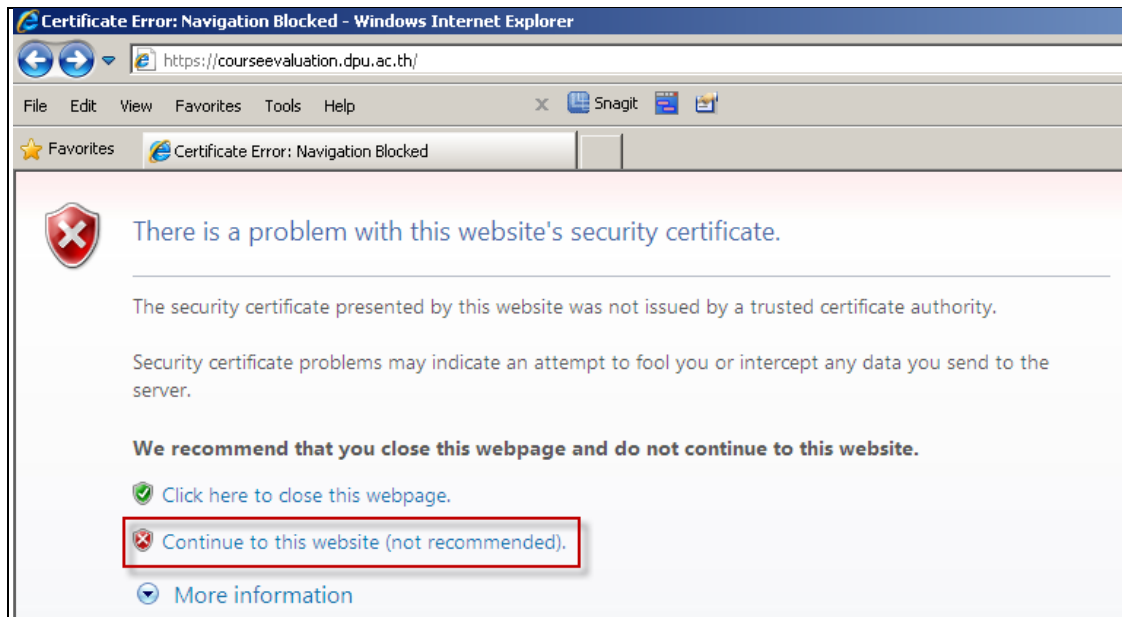
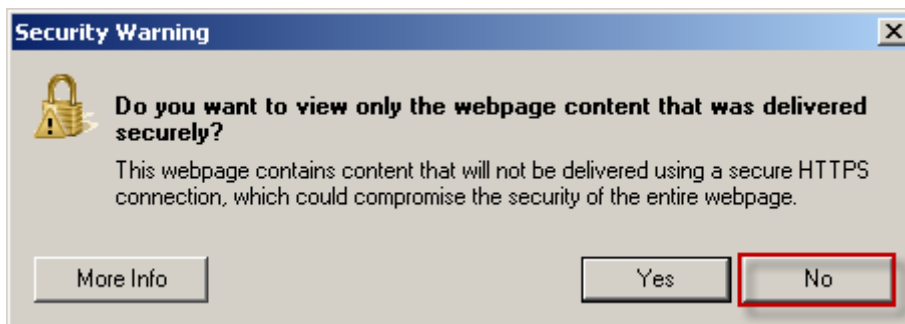


Fig. 7 Screen display about Security Warning





2. Instructors' teaching performance survey will be displayed below. It will divide into two parts.
 - A. Student Information section.
 - B. The students enrolled in the current academic year and semester.

Fig. 8 Instructors' teaching performance screen

Students' Opinions and Comments on Instructors' Teaching Performance

Student Information:
 ID: 521110030001 Wenjun Liu
 Faculty: DPU International College
 Department: Eng for Business Communication (EngForBusinessCommunication(4Y In))

Student Registration

No.	Subject Code	Subject Name	Group	Instructor Name	Status	Remarks
1	BA162	Business analysis and Planning	001			No Data Found
2	HM362	Thai for Hospitality 2	001			No Data Found
3	HM363	Thai for Tourism 1	001			No Data Found
4	LE206	Introduction to Marketing Communication	001	Asst.Prof.Dr.Thitinan Boonpa		
5	LE309	Presentations for Business	001	A.J.David Armurer Common		
6	LE313	Advanced Writing	001	Asst.Prof.Dr.Harald Andreas Kraus		

Remark: Students are allowed to give opinions and comments only once per class, per semester



Instructors' Teaching Performance Survey Form

1. Click on your instructor's name for desired survey form

Fig. 9 Student's enrolment with Instructor

No.	Subject Code	Subject Name	Group	Instructor Name	Status	Remarks
1	BA152	Business analysis and Planning	001	A.J.Dominic Neil Bone	1	
2	HM362	Thai for Hospitality 2	001	A.J.Pongpinyo Mankosol		
3	HM363	Thai for Tourism 1	001	A.J.Kiattichai Datpituksirikul		
4	LE206	Introduction to Marketing Communication	001	Asst.Prof.Dr.Thitinan Boonpa		
5	LE309	Presentations for Business	001	A.J.David Armurer Common		
6	LE313	Advanced Writing	001	Asst.Prof.Dr.Harald Andreas Kraus		

2. Will be taken to screen for "Students' Opinions and Comments on Instructors' Teaching Performance Survey" is divided into four parts.
 - a. The faculty information.
 - b. Instructions
 - c. The questions
 - d. To confirm or cancel



Fig. 10 Screen display about Details of Instructor and Survey form

แบบสำรวจความคิดเห็นของนักศึกษาที่มีต่อการสอนของอาจารย์ออนไลน์
Online Students' Opinions and Comments on Instructors' Teaching Performance

Logout

AJ.Dominic Neil Bone
Faculty/Organization: DPU International College
Subject: BA152 Business Analysis and Planning
Section: 001

Students' Opinions and Comments on Instructors' Teaching Performance

Explanation

- The instructor will see this survey.
- The result of this survey will be presented as per study group.
- The instructor will not see the results of this survey until he or she has submitted his or her final score report to the Academic Affairs Office.

Instruction

Students are asked to choose the numbered circle which best reflects their opinion on their instructors' teaching performance.

5 = Excellent 4 = Very Good 3 = Good 2 = Fair 1 = Poor

Questions	5	4	3	2	1
1. The instructor includes actual examples and case studies which are relevant in the lessons.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The instructor employs techniques which encourage students to think and participate in the instructional process.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The instructor employs a variety of teaching techniques.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The instructor encourages and supports independent learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The instructor welcomes and encourages students' questions/comments.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. The instructor often gives advice on ethical issues and appropriate code of conduct when it is relevant.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. The instructor checks, corrects and marks students' assignments and keep them informed of their progressive score.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. The instructor talks and behaves him/herself in a way which is appropriate for his/her role as a teacher.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. The instructor is punctual in starting and ending a class.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. The student feels that he/she has satisfactorily benefited from this class.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Any comments or suggestions (Optional) (upto 200 characters)

Submit Cancel

3. Read the instructions

Fig. 11 Screen display about instructions

Explanation

- The instructor will see this survey.
- The result of this survey will be presented as per study group.
- The instructor will not see the results of this survey until he or she has submitted his or her final score report to the Academic Affairs Office.

Instruction

Students are asked to choose the numbered circle which best reflects their opinion on their instructors' teaching performance.

4. Select the level of satisfaction for each question. And print the comments and suggestions (if any) can enter text up to 200 characters.



Fig. 12 the 10 items of Instructor teaching performance

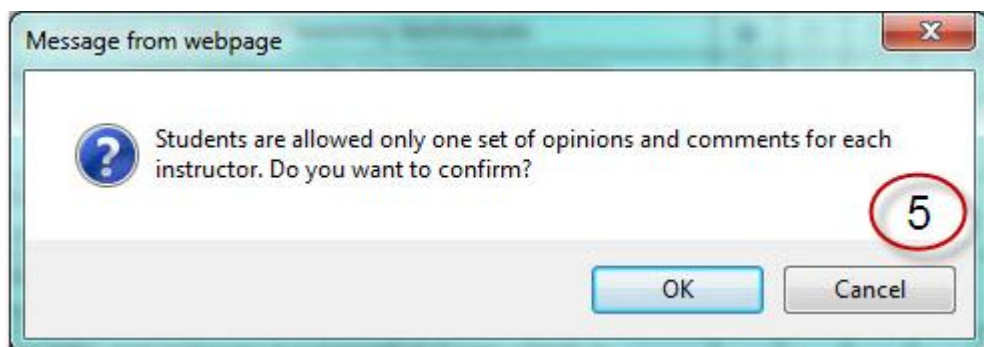
	5 = Excellent	4 = Very Good	3 = Good	2 = Fair	1 = Poor
Questions	5	4	3	2	1
1. The instructor includes actual examples and case studies which are relevant in the lessons.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The instructor employs techniques which encourage students to think and participate in the instructional process.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The instructor employs a variety of teaching techniques.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The instructor encourages and supports independent learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The instructor welcomes and encourages students' questions and comments.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. The instructor often gives advice on ethical issues and appropriate code of conduct when it is relevant.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. The instructor checks, corrects and marks students' assignments and keep them informed of their progressive score.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. The instructor talks and behaves him/herself in a way which is appropriate for his/her role as a teacher.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. The instructor is punctual in starting and ending a class.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. The student feels that he/she has satisfactorily benefited from this class.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Any comments or suggestions (Optional) (upto 200 characters)					

5. Press "Submit"

If you complete the survey, Window will appear the message this "Students is allowed to give opinions and comments ONLY ONCE for each instructor, Do you want to confirm?"

Press if you want to confirm or
 press if you want to cancelation.

Fig. 13 Screen warning about ONLY ONCE for each instructor



6. After you press the OK button. But still not having the satisfaction of all items. Window will appear the message that "you have not done question



no. _ . Please answer all questions and submit again!"


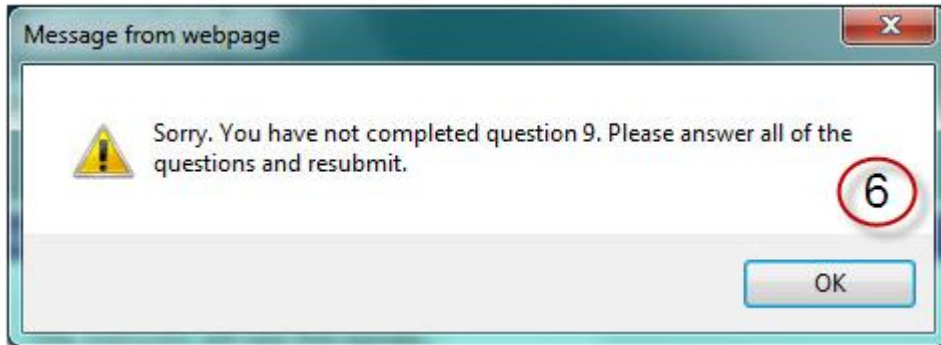
Press  and answer all the question then press "Confirm"

Fig. 14 Screen warning about incomplete step



- 7. After confirmed. (You cannot go back and edit the information that has been surveyed again), the screen will return to the previous page for your next survey




If the items that students will complete a survey form to appear  in the "Status" and students will not be surveyed for these items again.

Fig. 15 Status about completed step

No.	Subject Code	Subject Name	Group	Instructor Name	Status	Remarks
1	BA152	Business analysis and Planning	001	A.J.Dominic.Neil Bone		
2	HM362	Thai for Hospitality 2	001	A.J.Pongpinyo Mankosol		
3	HM363	Thai for Tourism 1	001	A.J.Kiattichai Datpituksirikul		
4	LE206	Introduction to Marketing Communication	001	Asst.Prof.Dr.Thitinan Boonpa		
5	LE309	Presentations for Business	001	A.J.David Armurer Common		
6	LE313	Advanced Writing	001	Asst.Prof.Dr.Herald Andreas Kraus		

****NOTE:**

STUDENTS CAN COMPLETE A SURVEY FOR EACH COURSE AT A TIME AND YOU CANNOT BE EDITED AFTER YOU HAVE CONFIRMED IT.