

# How to complete the EVALUATION QUESTIONNAIRE OF THE WAY CONDUCTING CLASSES BY AN ACADEMIC TEACHER on the USOSweb website?

Go to your USOSweb account on the website *usosweb.usos.pw.edu.pl*, click the tab STUDENT'S SECTION. Go the SURVEYS section.

The screenshot shows the Warsaw University of Technology USOSweb website. The top navigation bar includes 'NEWS', 'DIRECTORY', 'MY USOSWEB', 'STUDENT'S SECTION' (highlighted with a blue box), 'STAFF SECTION', and 'COMMON SECTION'. The left sidebar contains an 'INDEX' with various categories: OFFICE 365, REGISTRATIONS, REGISTRATIONS FOR EXAMS, MY STUDIES, and SURVEYS. The 'MY STUDIES' category is expanded, and 'surveys' is highlighted with a blue box. The main content area displays a grid of service tiles, including 'Registrations', 'Tests', 'Final grades', 'Linkage', 'Decisions', 'Decisions and administrative documents', 'Promotions', 'Applications ePW', 'Rankings', 'Scholarships', 'Student Exchange', 'Surveys' (highlighted with a blue box), 'Accounting', 'Supplements', and 'Diplomas'.

In the SURVEYS section you can see the evaluation of the courses you are enrolled in. **Find the relevant course and choose only this course teacher who actually taught you.** If you can see a questionnaire of a course you are not enrolled in, inform the Dean's Office immediately. In the relevant line, click "COMPLETE SURVEY".

The screenshot shows the 'My surveys' section of the Warsaw University of Technology USOSweb website. The 'STUDENT'S SECTION' tab is highlighted. The main content area is titled 'My surveys' and shows a 'Survey to be completed' for 'Linux for Embedded Systems (lectures)' with a progress bar at 0% and a 'Complete survey' button. Below this, there is a section for 'Course-related surveys' with a table of surveys to be completed:

Course	Stoień wypełnienia w grupie	Buttons
Physics 2 (laboratory)	2,53%	Complete survey →, Wykres →
Physics 2 (laboratory)	1,27%	Complete survey →, Wykres →
Physics 2 (laboratory)	1,27%	Complete survey →, Wykres →
Physics 2 (laboratory)	1,27%	Complete survey →, Wykres →

At the top of the completed questionnaire, you will find the information which course and which course teacher the questionnaire covers. Make sure you are evaluating the correct course. Give sincere and well-thought-out answers. Remember that your opinion is important.

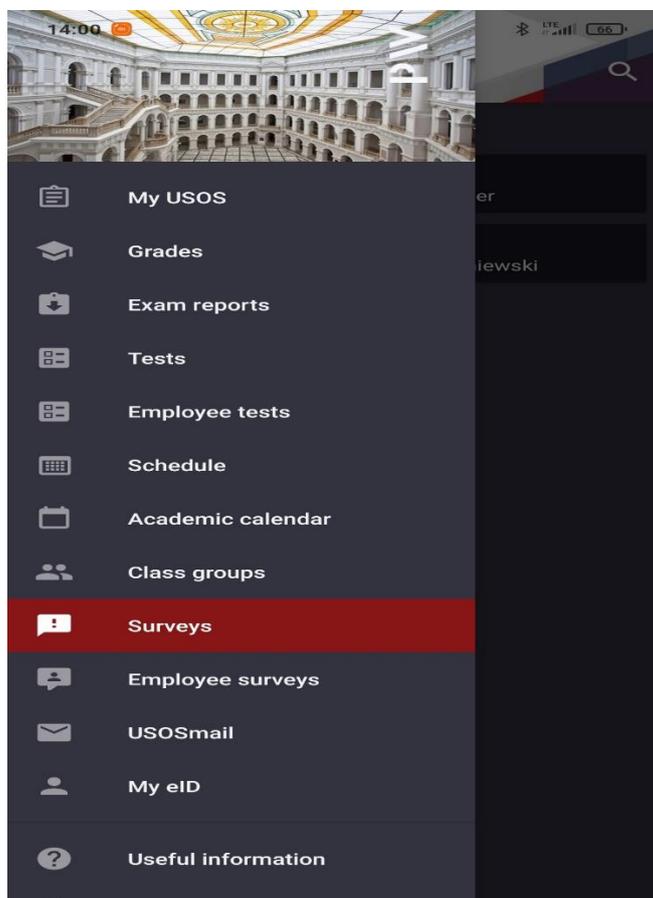
The screenshot shows the Warsaw University of Technology website. The header includes the university logo and name. The navigation menu includes: NEWS, DIRECTORY, MY USOSWEB, **STUDENT'S SECTION**, STAFF SECTION, and COMMON SECTION. The sidebar on the left contains several categories of links: INDEX, OFFICE 365 (password reset), REGISTRATIONS (calendar, cart, for courses, direct for groups, group preferences), REGISTRATIONS FOR EXAMS, and MY STUDIES (tests, grades, linkage, pol-on, decisions, promotions, dean's groups, applications epw, rankings, stipends, settlements, student mobility, surveys, my surveys, fill survey 1120-2023L, survey result, help, diplomas, supplement, etc.). The main content area displays the survey title: "Survey 'The evaluation questionnaire of the way of conducting classes by an academic teacher' [1120-2023L] The Faculty of Mathematics and Information Science". Below the title, it specifies the course: "Physics 2 – laboratory [102023L]". A text box explains the survey's purpose: "The aim of the questionnaire is to collect opinions on the ways of conducting classes and is a mechanism of influencing the improvement of the quality of teaching in a given field of study. The results of the questionnaire are an element of evaluation of the completion of their teaching obligations by academic teachers. The questionnaire is ANONYMOUS. We kindly ask you to provide sincere, well-thought-out and objective answers to the questions below." The survey form itself is titled "Survey" and contains the following questions:  
1. A. Evaluation of the way of conducting classes by an academic teacher.  
How do you evaluate:  
1.1. how the academic teacher complies with the course regulations?  
 (no answer)  
 A. very good  
 B. good  
 C. satisfactory  
 D. poor  
1.2. the preparation of the academic teacher to conduct the course?  
 (no answer)  
 A. very good  
A green "Submit" button is highlighted with a red box.

Check once again if you have correctly marked all your answers and if you have entered your comments in the Comments section. Click **"SUBMIT"**. Thank you for completing the questionnaire. Remember that you cannot evaluate the course again. On your account you will find questionnaires for other courses you are enrolled in.

**NOTE: Remember that each survey can be completed only for 21 days and ends on the day of the last class!**

## How to complete the EVALUATION QUESTIONNAIRE OF THE WAY CONDUCTING CLASSES BY AN ACADEMIC TEACHER in the Mobile USOS PW app?

Go to the main site of the "Mobile USOS PW" app and choose on the left in the Menu → Surveys. You will go to SURVEYS.



In the section "SURVEYS" choose the relevant course. Make sure you are evaluating the correct course, i.e., if the course name, type of course and the name of the course teacher are as they should be. Choose the relevant questionnaire and complete the answers to the questions.



When completing the questionnaire, answer the questions one by one. Give sincere and well-thought-out answers. Remember that your opinion is important. The figure below shows a view of the questionnaire in the "Mobile USOS PW" app.

14:41

Ankieta

Ankieta ma na celu ocenę sposobu realizacji zajęć dydaktycznych oraz stanowi jeden z mechanizmów wpływających na doskonalenie jakości kształcenia na danym kierunku studiów. Wyniki ankiety są jednym z elementów oceny wypełniania obowiązków dydaktycznych przez nauczycieli akademickich. Ankieta jest ANONIMOWA. Prosimy o udzielenie szczerych, przemyślanych i obiektywnych odpowiedzi na postawione pytania.

A. Ocena sposobu prowadzenia zajęć przez nauczyciela akademickiego - wykład. Jak oceniasz:

**1** Respektowanie przez nauczyciela akademickiego regulaminu przedmiotu?

Brak odpowiedzi

D. źle

C. dostatecznie

B. dobrze

A. bardzo dobrze

**Dalej** **Anuluj**

**2** Przygotowanie nauczyciela akademickiego do realizacji przedmiotu?

**3** Zachowanie nauczyciela akademickiego wobec Ciebie i innych studentów?

**4** Tempo prowadzenia wykładów przez nauczyciela akademickiego pozwalające na przyswojenie wiedzy?

**5** Umiejętność wyjaśniania zagadnień przez nauczyciela akademickiego w sposób pozwalający na ich zrozumienie?

**6** Umiejętność zainteresowania Ciebie prezentowanym materiałem?

**7** Punktualność rozpoczynania i kończenia zajęć?

**8** Dostępność nauczyciela akademickiego dla studentów na konsultacjach?

**9** Opisz mocne i słabe strony prowadzonych zajęć, np. co Ci się w tych zajęciach podobało lub co należy zmienić. Tu też możesz wpisać komentarze do pytań 1.1 – 1.8

**10** Komentarz

Check once again if you have correctly marked all your answers and if you have entered your comments in the Comments section. Click **SEND**. Thank you for completing the questionnaire. Remember that you cannot evaluate the course again. On your account you will find questionnaires for other courses you are enrolled in.

**NOTE: Remember that each survey can be completed only for 21 days and ends on the day of the last class!**