GHANA COMMUNICATION TECHNOLOGY UNIVERSITY
DIRECTORATE OF QUALITY ASSURANCE AND PROMOTION

FIRST SEMESTER - 2022/2023 ACADEMIC YEAR

<u>NOTICE TO ALL STUDENTS</u>

ONLINE STUDENTS' EVALUATION OF TEACHING AND COURSE

This is to inform all undergraduate students and the entire University Community that the above exercise has been rescheduled for **Tuesday 11th April – Sunday 16th April, 2023**.

All undergraduate (Diploma/Bachelor's degree) students of GCTU Tesano/Abeka including those at the Learning Centres (Ho, Kumasi, Takoradi and Koforidua) who have duly registered their courses, attending lectures and preparing for the upcoming End of First Semester Examination are encouraged to actively participate. The questionnaire will be available online on the **Student Information Portal (SIP)** on **11th of April, 2023**.

All students are expected to log into their Portal within the period **(Tuesday 11th April – Sunday 16th April, 2023)** to evaluate each course. **The questionnaire will not be accessible after the midnight of Sunday 16th April, 2023 to pave way for the commencement of the End of First Semester Examinations on Tuesday 25th April, 2023.**

Your feedback is **anonymous**. The raw data will be analysed online and the statistical results will be generated for reporting towards improvement. **COMPLETING THIS SURVEY WILL NOT AFFECT YOUR COURSE GRADE OR ATTRACT ANY NEGATIVE ACTION FROM THE LECTURER**.

You are all encouraged to **SCAN** the **QR Code** provided or follow the steps below from **11th-16th April, 2023** and access the questionnaire on the SIP, complete and submit your feedback for each course registered for the semester.

Steps:

From 11th - 16th April, 2023:

SCAN TO THE QR CODE ACCESS THE SIP

1. Launch the SIP Link: *https://erp.gctu.edu.gh/sip/ ; OR*
2. Enter your **Student ID** and **Password** to login
   You will be welcomed by the **Evaluation Notice**;
3. **Click EVALUATE;**
   You will see **All** the courses registered for the semester;
   Against each registered course, you would see the **Evaluate** button;
4. Click on **EVALUATE** and **complete** the **Questionnaire;**
5. When done, click on **SUBMIT;**
6. **Repeat** steps **4** and **5** (above) to **Evaluate** all the courses registered for the semester.

   NB: For each course, please make sure you evaluate and complete the process by clicking submit button

   THANK YOU IN ADVANCE FOR YOUR FEEDBACK !!.

ISSUED BY: THE DIRECTORATE OF QUALITY ASSURANCE AND PROMOTION
MARCH 23, 2023