## **Student Module Satisfaction Survey (MSS) Instructions**

1. Click on the following link to access the survey:

https://micportal.mic.ul.ie/StudentSurveys/ModuleSatisfactionSurvey/

2. If you are not logged into SharePoint automatically, enter your username and password and click ok.



3. Click on "Survey" on the left hand side of the screen.

| SharePoint  |  | Newsfeed C                           | IneDrive Sites   | Emma Barry 🕶 | ø    | ?   |
|---|--|--------------------------------------|------------------|--------------|------|-----|
| BROWSE PAGE   |  | Q                                    | SHARE 🟠 FOLLOW   | SYNC 🖌       | EDIT | [0] |
|   | Module Satisfaction Survey 💉 EDIT LINKS  |                                      | Search this site |              | - Ş  | C   |
| MARY IMMACULATE COLLEGE<br>COLAIST MINUIRE GAN SMAL | Module Satisfaction Survey   |                                      |                  |              |      |     |
| Home  | Newsfeed   | Documents                            |                  |              |      |     |
| Survey  | Start a conversation   | (+) new document or drag files here  |                  |              |      |     |
| Report - Module                                     |  |                                      |                  |              |      |     |
| Coordinator   |  | V 🗋 Name                             |                  |              |      |     |
| Site Contents                                       | It's pretty quiet here. Invite more people to the site, or start a conversation. | There are no documents in this view. | 6)               |              |      |     |
| EDIT LINKS  |  |                                      |                  |              |      |     |

4. Your name will appear in the student field



5. Click on "Module to be Evaluated" to view a dropdown menu of the modules that you are currently taking and select the first module that you wish to evaluate.



6. Complete the survey for the selected module and click submit:

| Student:             |                                  |                   |                    |                    |        |
|----------------------|----------------------------------|-------------------|--------------------|--------------------|--------|
| EMMA.BARRY           |                                  |                   |                    |                    |        |
| Module to be E       | valuated:                        |                   |                    |                    |        |
| EDU301-STeM6         | 5: TEACHING MATHE                | MATICS AND SCI    | ENCE               |                    | ~      |
| Survey Quest         | tions                            |                   |                    |                    |        |
| 8                    | ۲                                | ۲                 | ٢                  | ٢                  |        |
| Very<br>Dissatisfied | Dissatisfied                     | Neutral           | Satisfied          | Very<br>Satisfied  | Rating |
| 1. All things con    | isidered, <mark>how do yo</mark> | u feel about this | module?            |                    |        |
| 0                    | 0                                | 0                 | 0                  | 0                  |        |
| 2. All things con    | isidered, how do yo              | u feel about each | of the following a | spects of this mod | ule?   |
| A) Content:          |                                  |                   |                    |                    |        |
| 0                    | 0                                | 0                 | 0                  | 0                  |        |
| B) Difficulty:       |                                  |                   |                    |                    |        |
| 0                    | 0                                | 0                 | 0                  | 0                  |        |
| C) Resources:        |                                  |                   |                    |                    |        |
| 0                    | 0                                | 0                 | 0                  | 0                  |        |
| D) Delivery:         |                                  |                   |                    |                    |        |
| 0                    | 0                                | 0                 | 0                  | 0                  |        |
| E) Assessment M      | Model:                           |                   |                    |                    |        |
| 0                    | 0                                | 0                 | 0                  | 0                  |        |
| F) Schedule:         |                                  |                   |                    |                    |        |
| 0                    | 0                                | 0                 | 0                  | 0                  |        |
| G) Rooms & Fac       | ilities:                         |                   |                    |                    |        |
| 0                    | 0                                | 0                 | 0                  | 0                  |        |
|                      |                                  |                   |                    |                    |        |

# Glossary:

| An elaboration as to | what is meant by the headings in question 2  |
|----------------------|--|
| Content              | Syllabus and learning outcomes   |
| Difficulty           | Modules are designed to provide a challenge, but is this module unmanageably difficult?      |
| Resources            | Books, journals, equipment, software, computers etc. available to support the module         |
| Delivery             | The way the module is taught – e.g. lectures, tutorials, labs, problem-based learning, self- |
| Denvery              | directed learning, online learning etc.  |
| Assessment Model     | The way the module is to be assessed – e.g. exams, class work, attendance, project work,     |
| Assessment would     | team work, grading scheme etc.   |
| Schedule             | The timetable for class contact with lecturers, tutors, labs, assessments etc.               |
| Rooms and            | The suitability of the space provided for teaching staterials, labs atc                      |
| Facilities           |  |

7. If the following message appears, you have skipped a survey question(s). Click on **OK**, answer the skipped question(s), then click **Submit**.



8. You will see confirmation that your evaluation has been submitted and a list of modules to be evaluated. To evaluate another module click "here".

| Document Name: EMMA.BARRY - EDU301                 | close 😒                                      |
|--|--|
| MARY IMMACULATE COLLEGE<br>COLASSE MINURE GAN SMAL | Module Satisfaction Survey<br>Version: 0.3.3 |
| Survey Submitted                                   |  |
| Thank you for submitting your evaluation!          |  |
| Modules to be Evaluated                            |  |
| EDU302-RESEARCH METHODS - ETHICAL FOUNDATION       | IS FOR TEACHING AND RESEARCH                 |
| Click here to complete another evaluation          |  |

9. Select the next module that you wish to evaluate, repeat steps 5 and 6 until you have evaluated all modules.

| ARY IMMACULATE COLLEGE<br>COLASSE MAURINE GAR SMAL | Module Satisfaction Survey<br>Version: 0.3.3 |
|--|--|
| Student Details                                    |  |
|  |  |
| Student:   |  |
| Student:<br>EMMA.BARRY                             |  |
| Student:<br>EMMA.BARRY<br>Module to be Evaluated:  |  |

10. When you have evaluated the final module you will see the following. Click on Close to Exit the survey.



### Accessing the MSS from a Smartphone / Tablet

If you are accessing the MSS from a smartphone or tablet the MSS may appear as follows, i.e. the left side of the screen is not visible. Click on the settings icon:



Welcome to the Module Satisfaction Survey, click on Survey at the left hand side of the screen to begin.

Queries should be addressed to quality@mic.ul.ie

#### You should see a menu similar to this:



### Select "Switch to PC View".

The MSS should then appear as follows, click "Survey" on the left hand side of the screen.

