## 10 Questions for an on-line survey of views of Heads of Departments

This instrument, suitably amended, can be used to evaluate the longer term impact of any form of development event

## Introduction

As part of our ongoing evaluation, our unit is keen to obtain the views and suggestions of Heads of Department. This evaluation will guide the future development of our unit. We should appreciate your answering these five questions.

Your answers will not be attributed to you.

- 1. What particular engagements have you had with the [.....] unit? This may include, for example, accessing the website; using, writing or referring our resources; member of our unit's groups and committees; attending or presenting at our events; or involvement in funded development projects by our unit.
- 2. What particular engagements are you aware of staff in your Department having with our unit?
- 3. Are there any particular staff roles in your Department for which use of the unit's services would be especially appropriate (for example, Teaching Fellows?)? If so, what are these roles?
- 4. How could the unit better meet your education-related priorities, needs and interests as Head of Department?
- 5. How could the unit better meet the education-related needs and interests of the staff in your Department?

Thank you Unit Manager name [Email address] [URL]

## <u>Meta data</u>

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	The author, Dr David Baume, adbaume@aol.com, is happy to be contacted for advice and support on using this evaluation tool and others in the series.
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