



Co-funded by the
Erasmus+ Programme
of the European Union



***Report on the Internal Stakeholders'
Survey Developed and Carried Out in
Suez Canal University***

Suez Canal University
September 2020



In order to accomplish the activities of work package 1 -**Survey & gap analysis**- specifically activity **1.3** Identify university processes- an internal survey was developed to gather feedback from different stakeholders in SCU. The survey inquired about the automated services required from undergraduate students (n. 206), post graduate students (n. 159) and staff members (n. 55).

Links to the surveys responses as follows:

Undergraduates:

<https://docs.google.com/forms/d/1GcCUeHqaLJw5v2KNKvw4lihitW4hAiuiI6H6pl6YVn0/edit#responses>

Post graduates:

https://docs.google.com/forms/d/1xCpfYOAjTPjnldi_m9xclqhbDlqGRXyCCI-BspHPIDs/edit?no_redirect=true&pli=1#responses

Staff members:

https://docs.google.com/forms/d/1gjd_0BaO_s9ciM6nr9RYXDkp_v-gzyLdet940MX3q04/edit#responses

[The detailed report shows charts with percentages of the required processes for automation.](#)

[The report also illustrates students' responses regarding their online previous experiences as well as their preference for training on specific applications and programs.](#)

[Staff members were also asked about their experience in online teaching as well as evaluating learning outcomes using automated applications.](#)



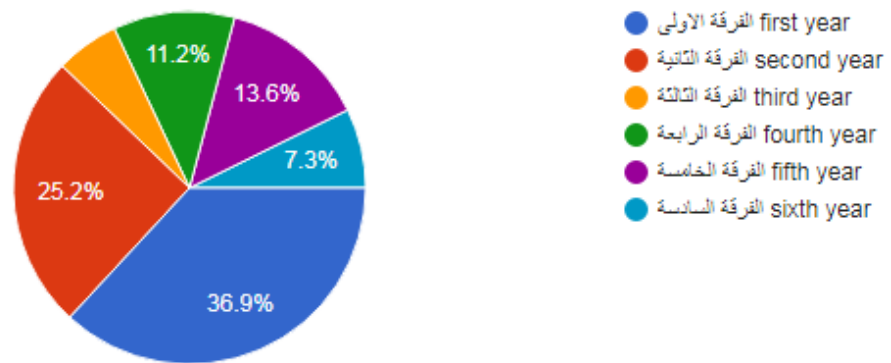
Undergraduate students' responses based on the needs analysis survey

A Google form was distributed among students from different faculties in SCU (N.206).

<https://docs.google.com/forms/d/1GcCUeHqaLJw5v2KNKvw4lihitW4hAiuil6H6pl6YVn0/edit#responses>

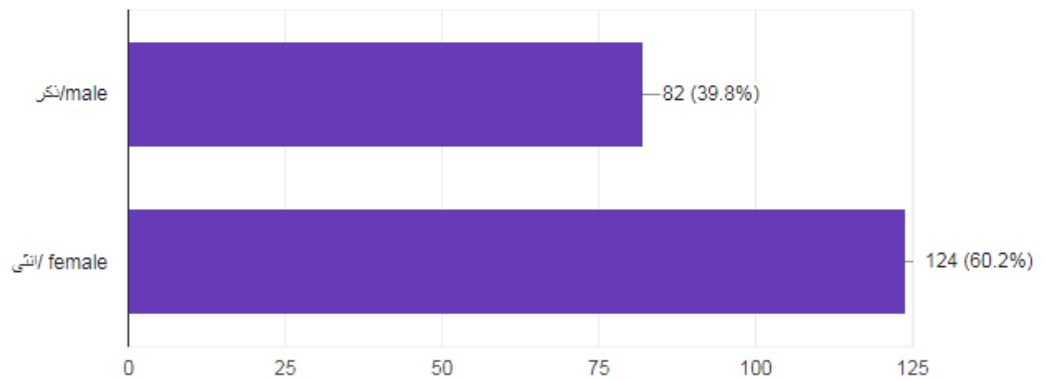
مستوى الدراسة study level

206 responses



النوع gender

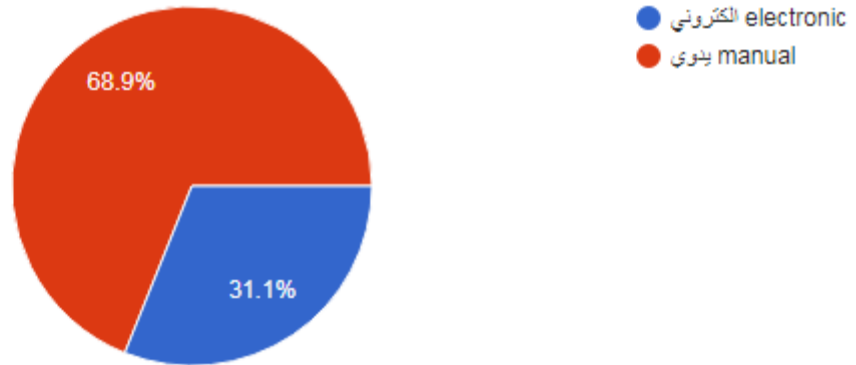
206 responses





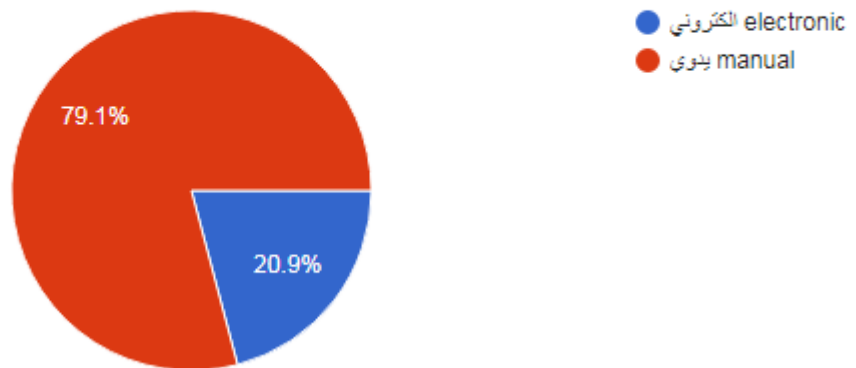
طريقة التسجيل بالجامعة registration

206 responses



سداد الرسوم paying tuition fees

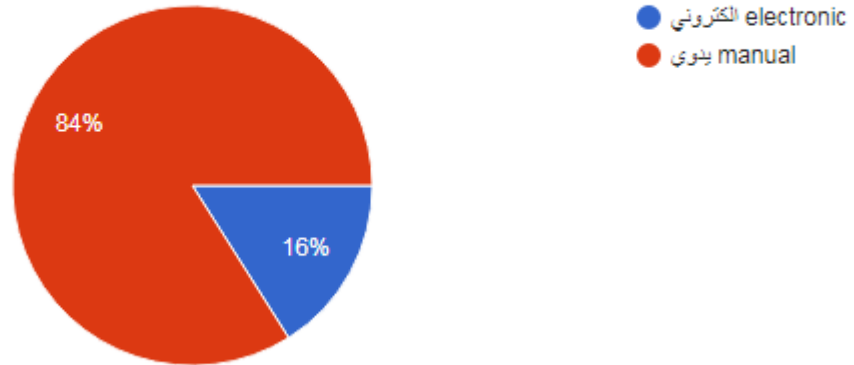
206 responses





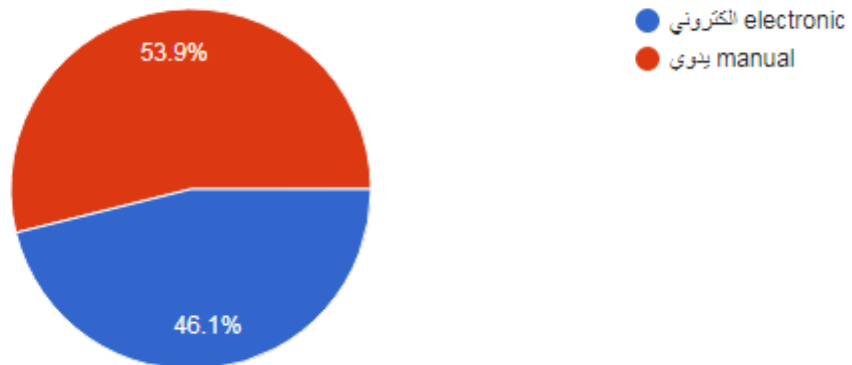
admission medical check إجراءات الكشف الطبي لدخول الجامعة

206 responses



study schedule الجدول الدراسي

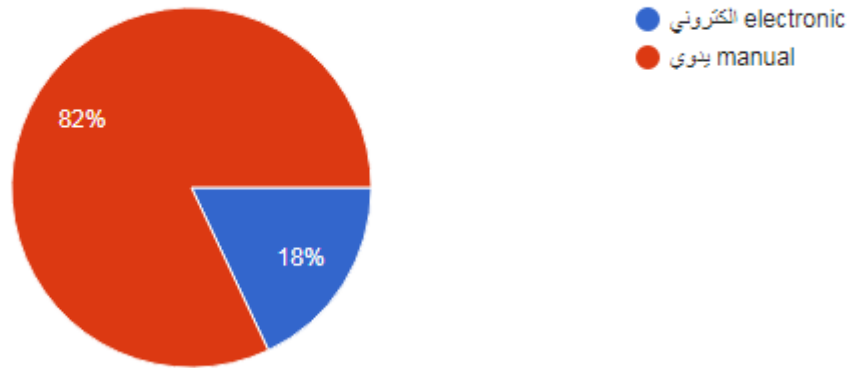
206 responses





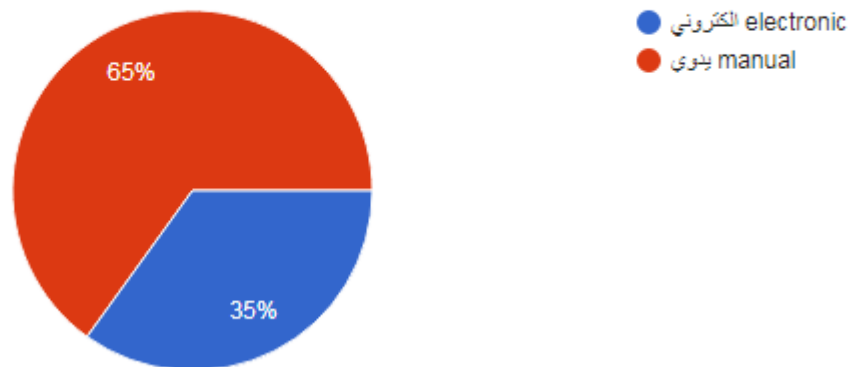
استخدام المكتبة library

206 responses



نتائج الامتحانات exam results

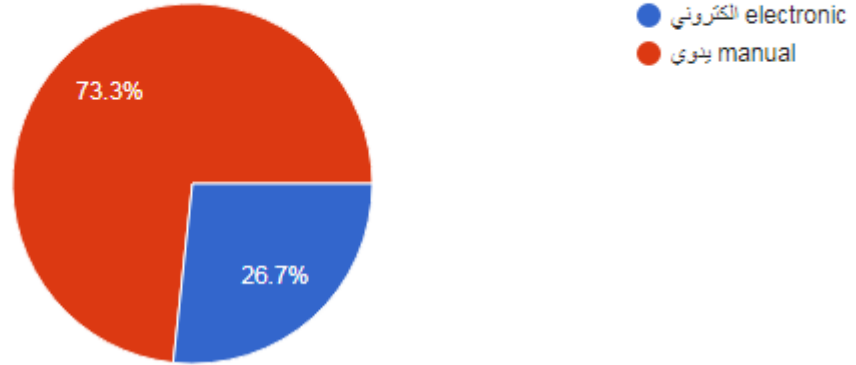
206 responses





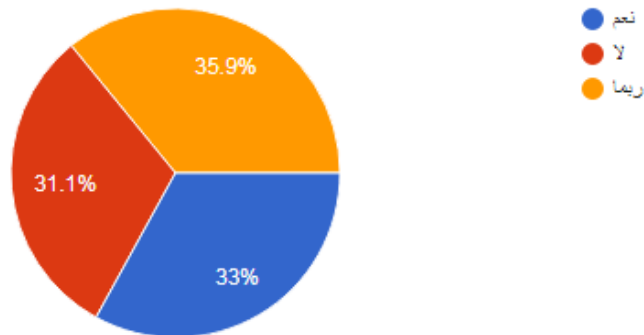
استخراج الشهادة certificate issuing

206 responses



هل تمتلك القدرات والمهارات اللازمة للتعامل مع الخدمات الالكترونية داخل الجامعة؟ are you skilled to deal with the digital services and programs in the university?

206 responses



The blue states (yes)

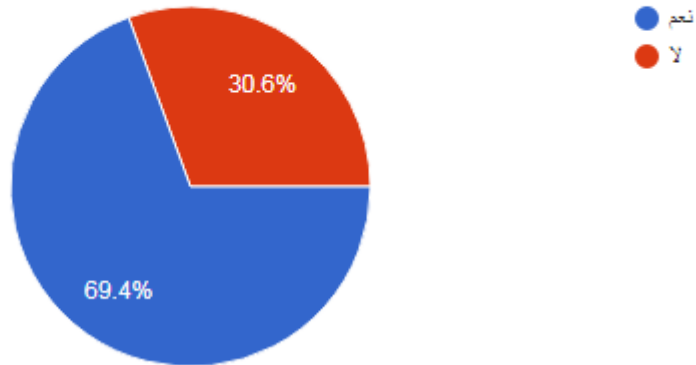
Red states (No)

Yellow states (maybe)



هل درست مقررات بطريقة التعلم عن بعد؟

206 responses



The blue states (yes)

Red states (No)

- **When students were asked about the programs they wanted to learn,** their responses contained the following: Google Suite, Microsoft office, Zoom, online communication applications.

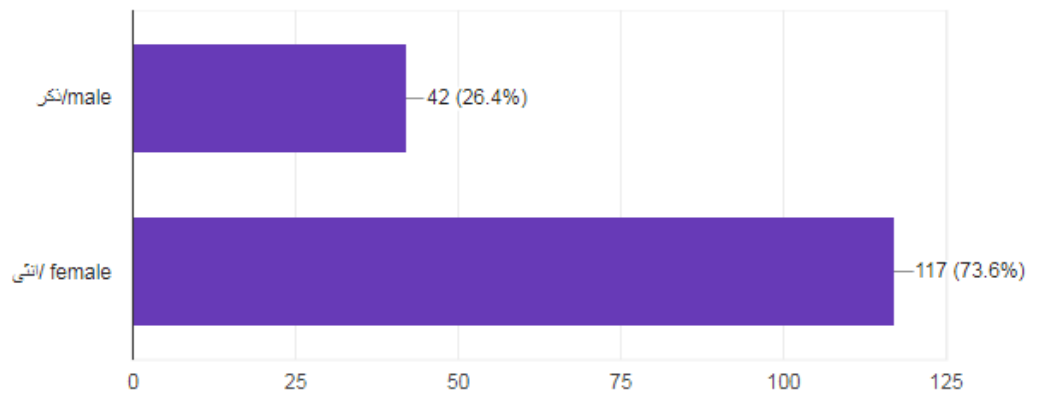


Survey of postgraduate students

https://docs.google.com/forms/d/1xCpfYOAjTPjnldi_m9xclqhbDIqGRXyCCI-BspHPIDs/edit?no_redirect=true&pli=1#responses

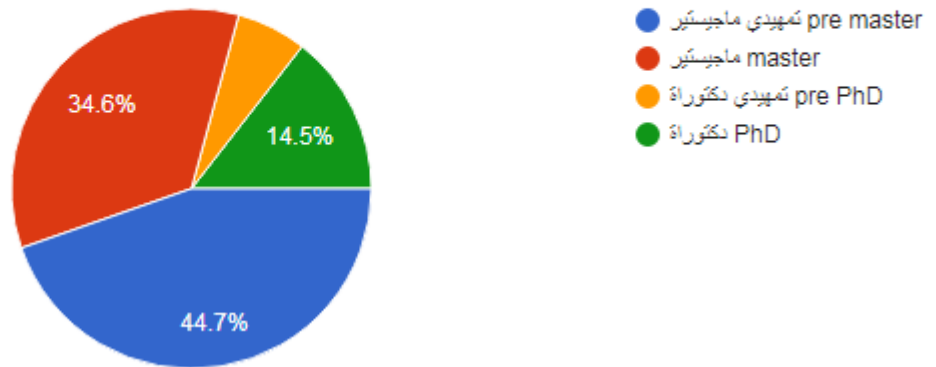
النوع gender

159 responses



مستوى الدراسة study level

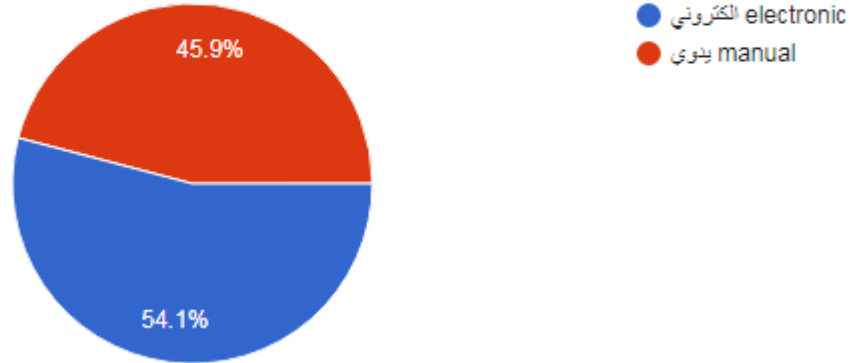
159 responses





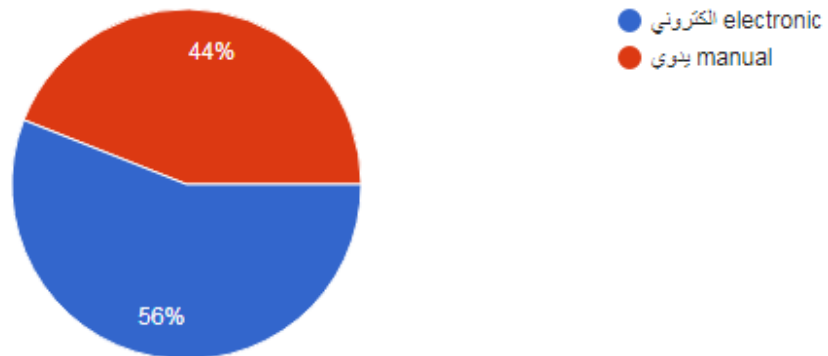
طريقة التسجيل بالجامعة registration

159 responses



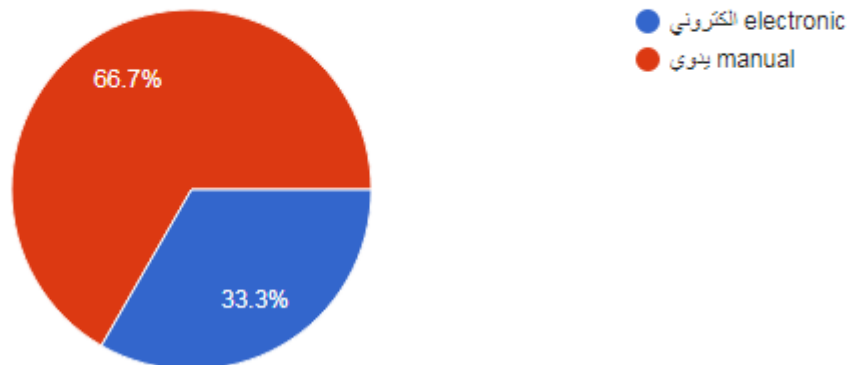
سداد الرسوم paying tuition fees

159 responses



اجراءات الكشف الطبي لدخول الجامعة admission medical check

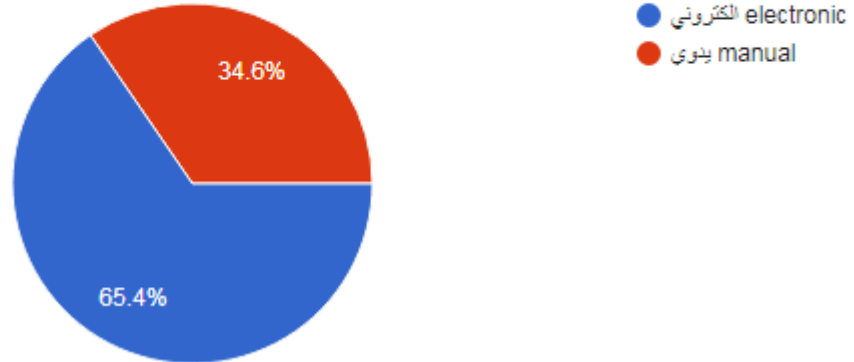
159 responses





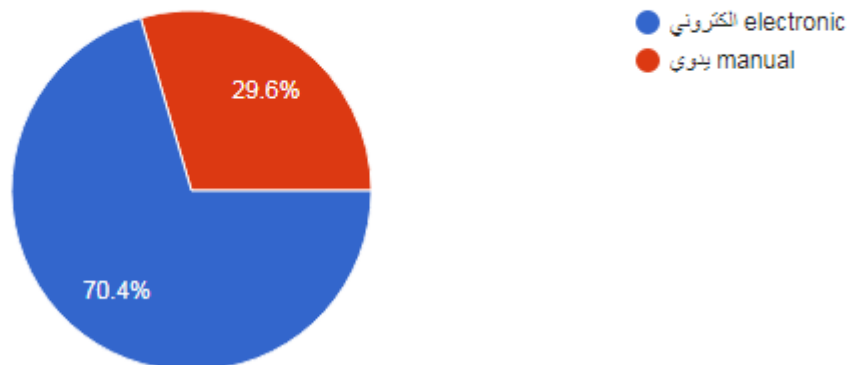
الجدول الدراسي study schedule

159 responses



جدول الامتحانات exam schedule

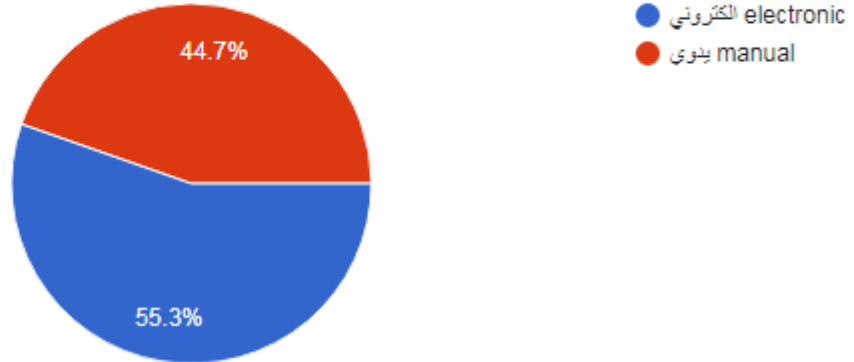
159 responses





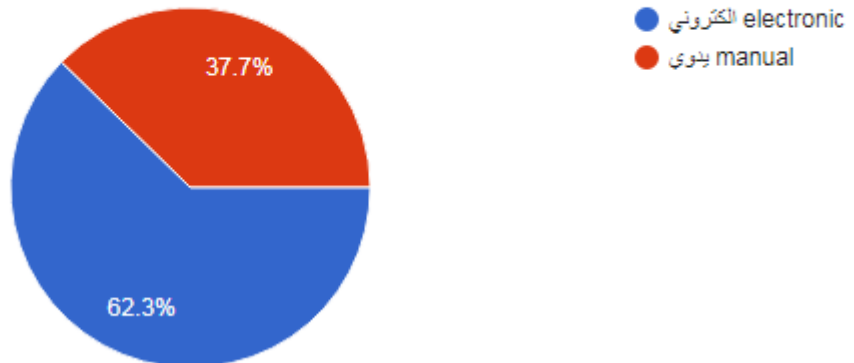
استخدام المكتبة library

159 responses



نتائج الامتحانات exam results

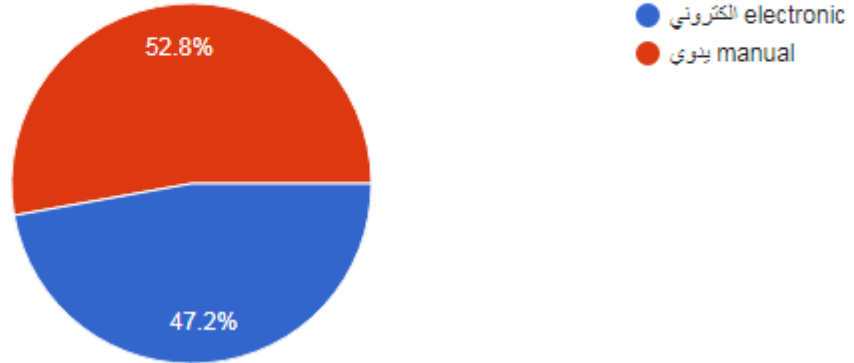
159 responses





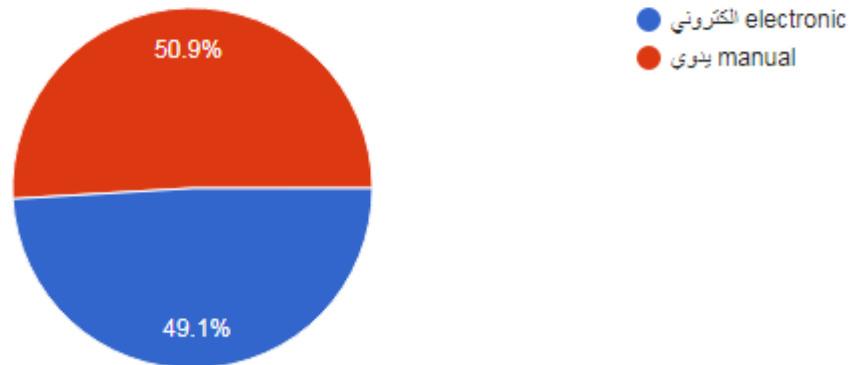
استخراج الشهادة certificate issuing

159 responses



متابعة الاشراف على الرسالة thesis supervision

159 responses

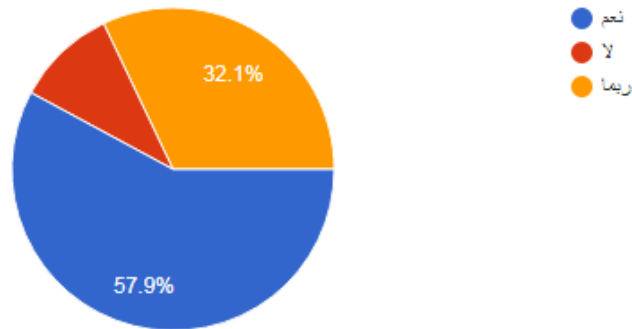


When asked about the service they would like to have in electronic form, post graduate students named the following: lectures, exams, annual evaluation from the supervisors, exams, results, schedules, thesis discussion, Submission and follow up of protocol and thesis, application to post graduate - online reviewing & modification of thesis, lecture attendance, exam permission, information disk that provides answers regarding different services in the university.



هل تمتلك القدرات والمهارات اللازمة للتعامل مع الخدمات الإلكترونية داخل الجامعة؟
are you skilled to deal with the digital services and programs in the university?

159 responses



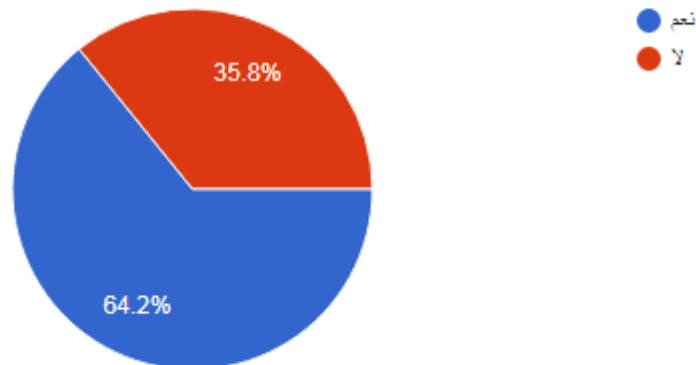
The blue states (yes)

Red states (No)

Yellow states (maybe)

هل درست مقررات بطريقة التعلم عن بعد؟

159 responses



The blue states (yes)

Red states (No)

When postgraduate students were asked about the programs they needed to learn, their responses contained the following: power point, endnote, zoom, Google Suite, Excel, ICDL, Word, moodle, online meeting applications, SPSS, WPS office, Microsoft stream, schoology, Microsoft teams.

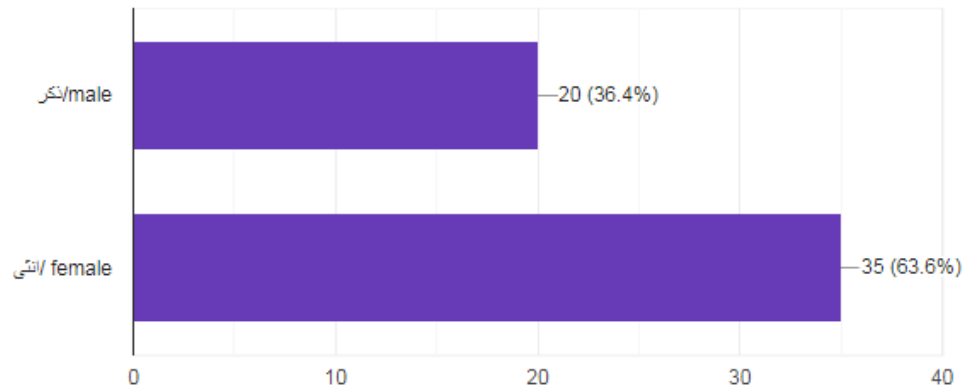


Staff members' responses

https://docs.google.com/forms/d/1gjd_0BaO_s9ciM6nr9RYXDkp_v-gzyLdet940MX3q04/edit#responses

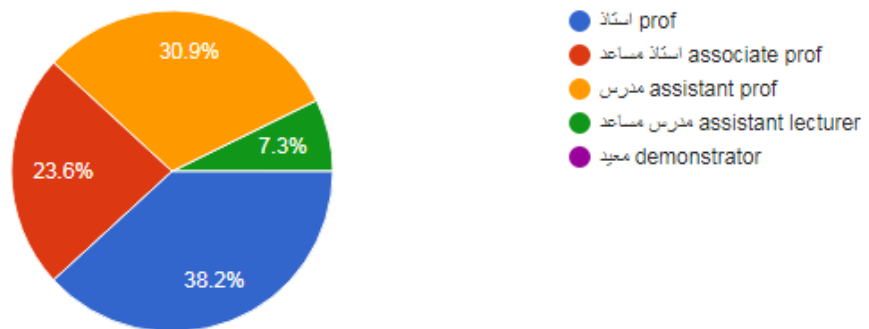
النوع gender

55 responses



الدرجة العلمية

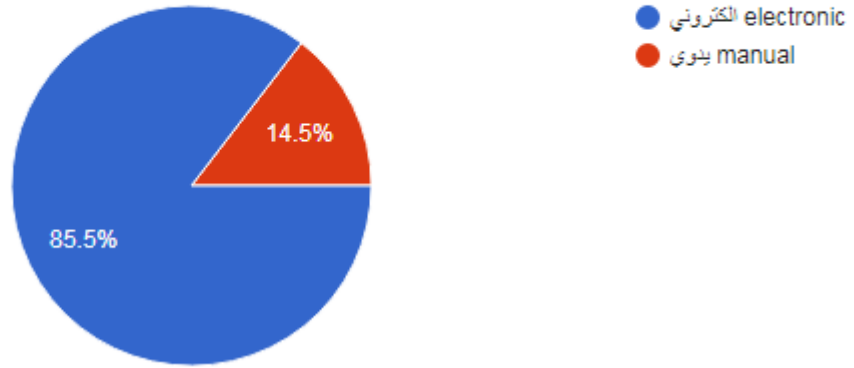
55 responses





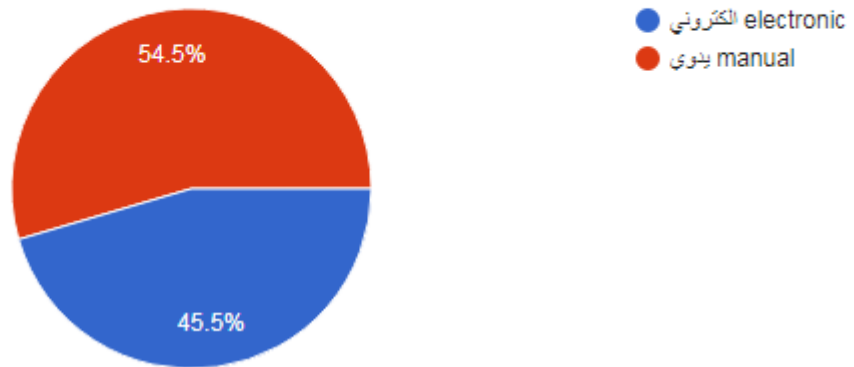
توصيف المقررات course files

55 responses



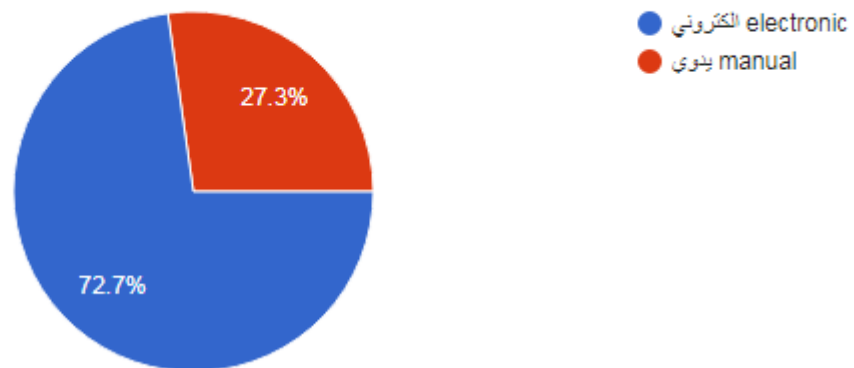
الامتحانات exams

55 responses



الجدول الدراسي study schedule

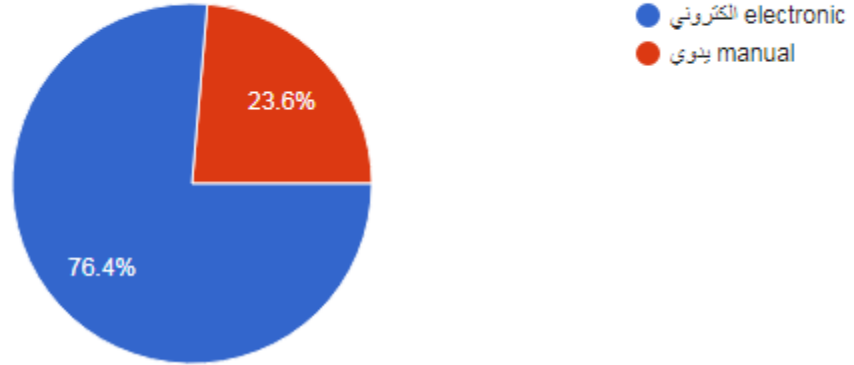
55 responses





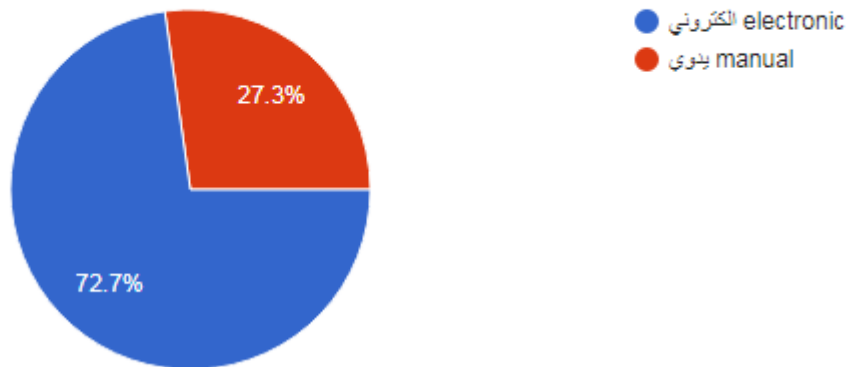
جدول الامتحانات exam schedule

55 responses



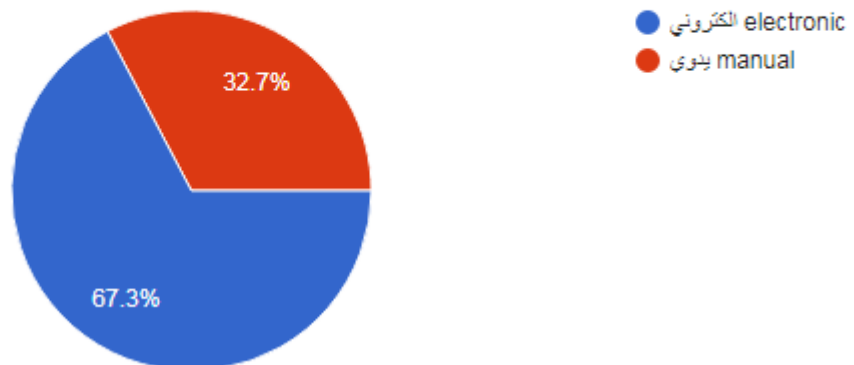
استخدام المكتبة library

55 responses



نتائج الامتحانات exam results

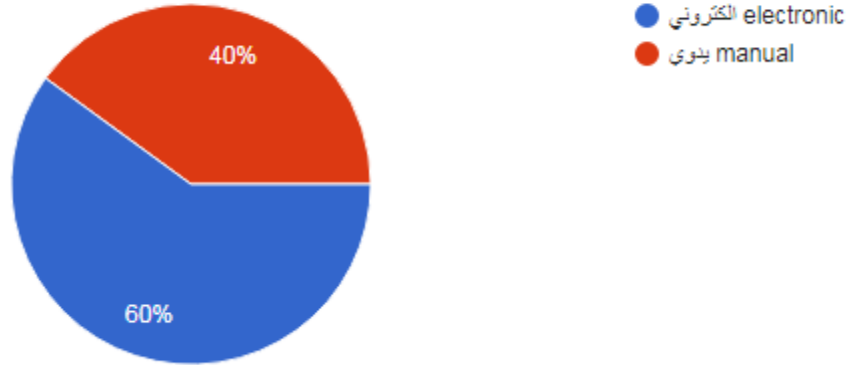
55 responses





التقديم للترقية applying for promotion

55 responses



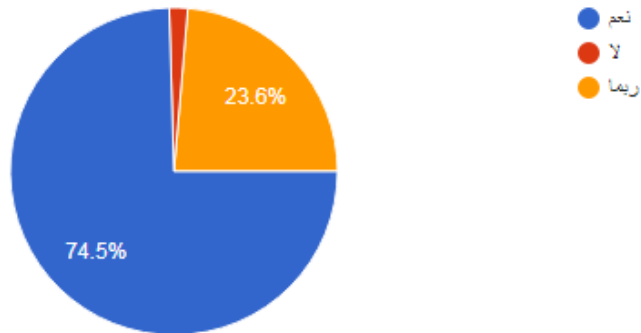
When staff members were asked about the services/processes they needed to be electronic, their responses contained the following:

- Blended learning...not all electronic or all face to face. Also, electronic administrative tasks as application and renewal of vacation, days off and certificate issuing requests.
- Digitalization of all services in the university and exclude the routine paperwork,
- paper processing,
- following up protocol registration,
- Exam & exam result & library,
- Everything should be digitalized,
- Applying for promotion,
- IT support for staff,
- Exam results and course files,
- Official Memorandum,
- evaluation of courses - payment - Faculty development,
- staff development trainings,
- Correspondence within the department, the faculty, among faculties, and at the university level.
- Staff meeting
- Student evaluation
- Salary details
- Thesis discussion



هل تمتلك القدرات والمهارات اللازمة للتعامل مع الخدمات الإلكترونية داخل الجامعة؟
are you skilled to deal with the digital services and programs in the university?

55 responses



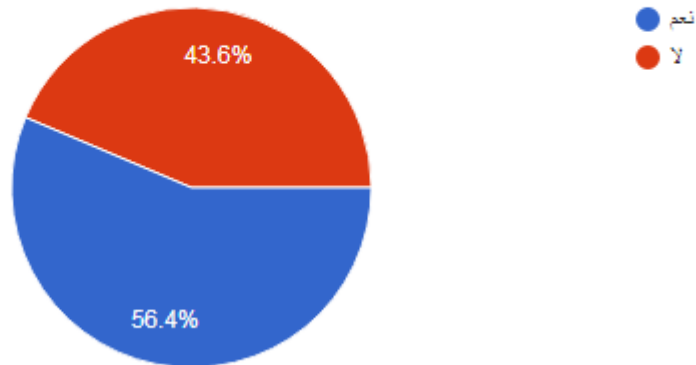
The blue states (yes)

Red states (No)

Yellow states (maybe)

هل درست مقررات بطريقة التعلم عن بعد؟

55 responses



The blue states (yes)

Red states (No)