HOW TO FILL THE QUESTIONNAIRE
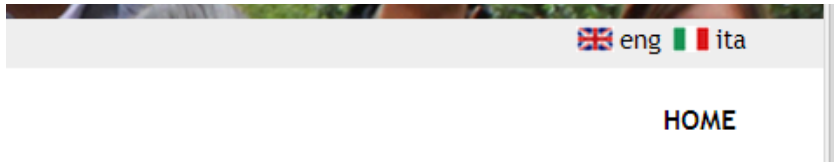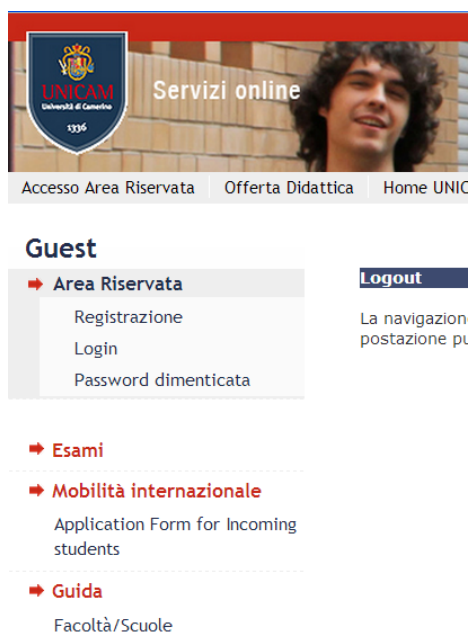
1.) Select *eng*. from the language options on the upper right corner of the web page *before* you *login,* else you would have to fill the questionnaire in Italian.
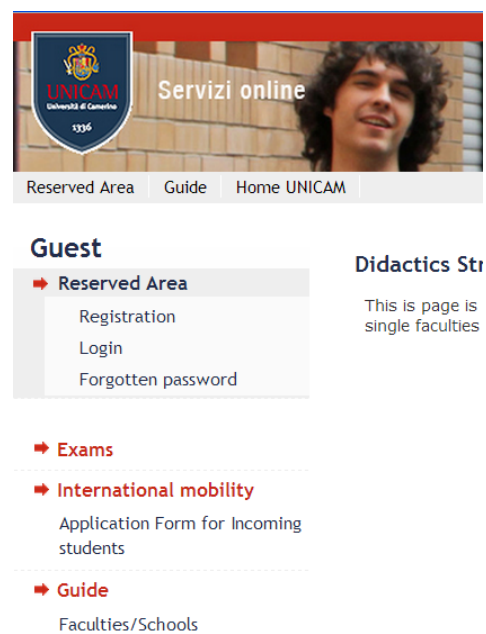

Your page should change into English if you choose **eng**. Note the difference between the two images shown below.
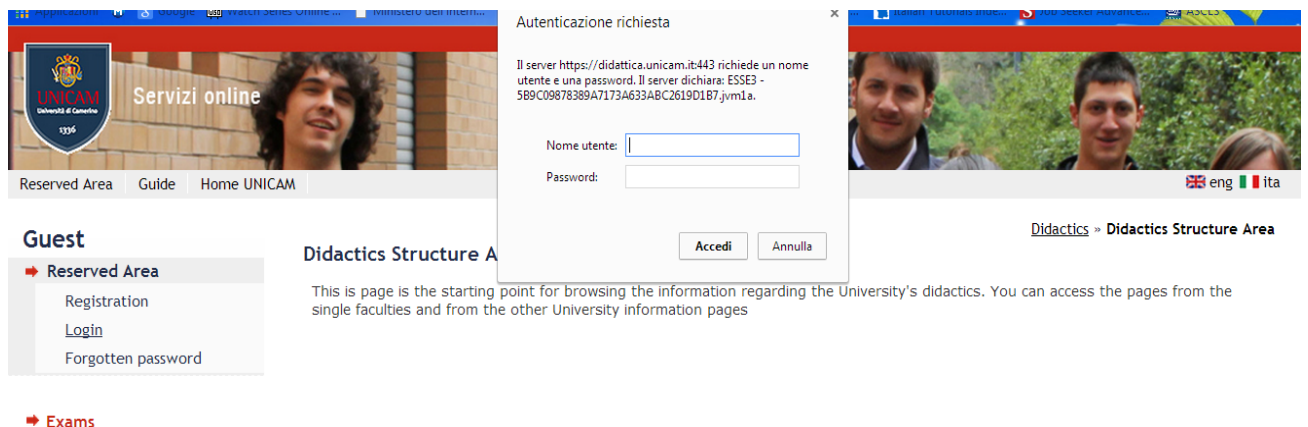
BEFORE	*AFTER*

2.) Now you can login using your UNICAM student's username and password.

3.) Once you've accessed your account click on *Career*.

Though you've chosen **eng.** *you'll still notice that some of the instructions/informations are still in Italian. You can help yourself with a dictionary or a translator* **BUT** *those phrases won't influence in anyway the filling of the questionnaire so perhaps you could ignore them.*

This page will be opened.

As the word itself suggests, the "Career" is an electronic copy of all your academic activities: passed exams and labs (with green S), attended courses (with yellow F).

Note however that sometimes (though on very rare occasions) it might take a while to see your exam marked as passed (showing green S)....should this happen, don't despair because once an exam is passed it will definitely be recorded online.

4.) Click on the red "sheet" showing on the exam you wish to evaluate.

A similar page will open but this time containing just the questionaire (red sheet) of the specific course you wish to evaluate.

Scelta questionari di valutazione

Questionari di valutazione per ST0135 - MOLECULAR PARASITOLOGY

Unità Didattica	Docente	Tipo Attività	Partizione	Cfu	Questionario
ST0135: MOLECULAR PARASITOLOGY	GUIDO FAVIA	Lezione	Nessun partizionamento	6	

Esci

5.) Click on the red "sheet"

Note: In case you change your mind, you can quit the page by simply clicking "Esci"

6.) Click on "nuovo" on the page which appears.

Pagina riassuntiva con i questionari compilati o compilabili.

Lista Questionari

Questionario di valutazione della didattica 2013-2014

Questionario di valutazione della didattica 2013
Il questionario è anonimo ed compilabile per massimo 1 volta

NUOVO

Before you can be allowed to proceed on, you are being asked if you attended more than 50% of the lectures of this course. This question *must* be answered.

Thus answer by choosing one of the four options given below:

Questionario

Le domande contrassegnate con (*) sono obbligatorie.

Il questionario non è ricompilabile: è necessario concluderlo e confermarlo nella pagina di riepilogo.

PRELIMINARY QUESTION

	(*) Did you attend this year more than the 50% of the classes of this course?
○	Yes, I did. I attended more than the 50% of the classes this year.
○	No, I didn't. I attended less than the 50% of the classes this year.
○	No, I didn't. I attended this course but not this year.
○	No, I didn't. I never attended this course.

Precedente	Undo	Avanti

7.) Then click Avanti to start answering the questionnaire.

Questionario

Le domande contrassegnate con (*) sono obbligatorie.

Il questionario non è ricompilabile: è necessario concluderlo e confermarlo nella pagina di riepilogo.

TEACHING	

(*) Has your previous knowledge appeared to be helpful enough to understand the topics delivered?	
○	4 - Yes, by all means
○	3 - More Yes than No
○	2 - More No than yes
○	1 - Definitely Not

(*) Is the didactic material (both reccommended and produced during the classes) suitable for the study of the subject?	
○	4 - Yes, by all means
○	3 - More Yes than No
○	2 - More No than yes
○	1 - Definitely Not

(*) Have the exam modalities been clearly stated?	
○	4 - Yes, by all means
○	3 - More Yes than No
○	2 - More No than yes
○	1 - Definitely Not

8.) Click Avanti when you are done answering the questions.

The page below will open asking you to confirm that you have completed the questionnaire. Click "conferma" to confirm that you are through or click "modifica" to make changes.

Questionario - Questionario di valutazione della didattica 2013

RIEPILOGO	

Questionario - Questionario di valutazione della didattica 2013

Il questionario non è ricompilabile. Per concluderlo premere il pulsante Conferma

Il questionario non è stato **CONFERMATO**.

Tutte le domande del questionario sono complete.

Conferma   Modifica

9.) There! This last page confirms that your questionnaire has been filled successfully.

Questionario - Questionario di valutazione della didattica 2013

RIEPILOGO	

Questionario - Questionario di valutazione della didattica 2013

Il questionario è stato **CONFERMATO**.

Esci

10.) Now click "Esci" to exit

*You can notice in the image that I tried filling this questionnaire on four different occasion and all the four attempts have been documented **HOWEVER** among these four only the one I completed has a green dot. So when you are done, verify if the green dot appears. If it doesn't, then it means your questionnaire hasn't been completed.... just like the 3 instances below (with red crossed dots).*

11.) Click on "Esci" to go to the next page, which is actually the same as the initial page. The only difference is that this time the sheet is green (not red anymore) meaning the questionnaire has been filled.

12.) Click "Esci". You can notice that the red sheet is now green which means the questionnaire for that specific course has been done.

NOW you can go ahead and book for your exam!!!