

User survey

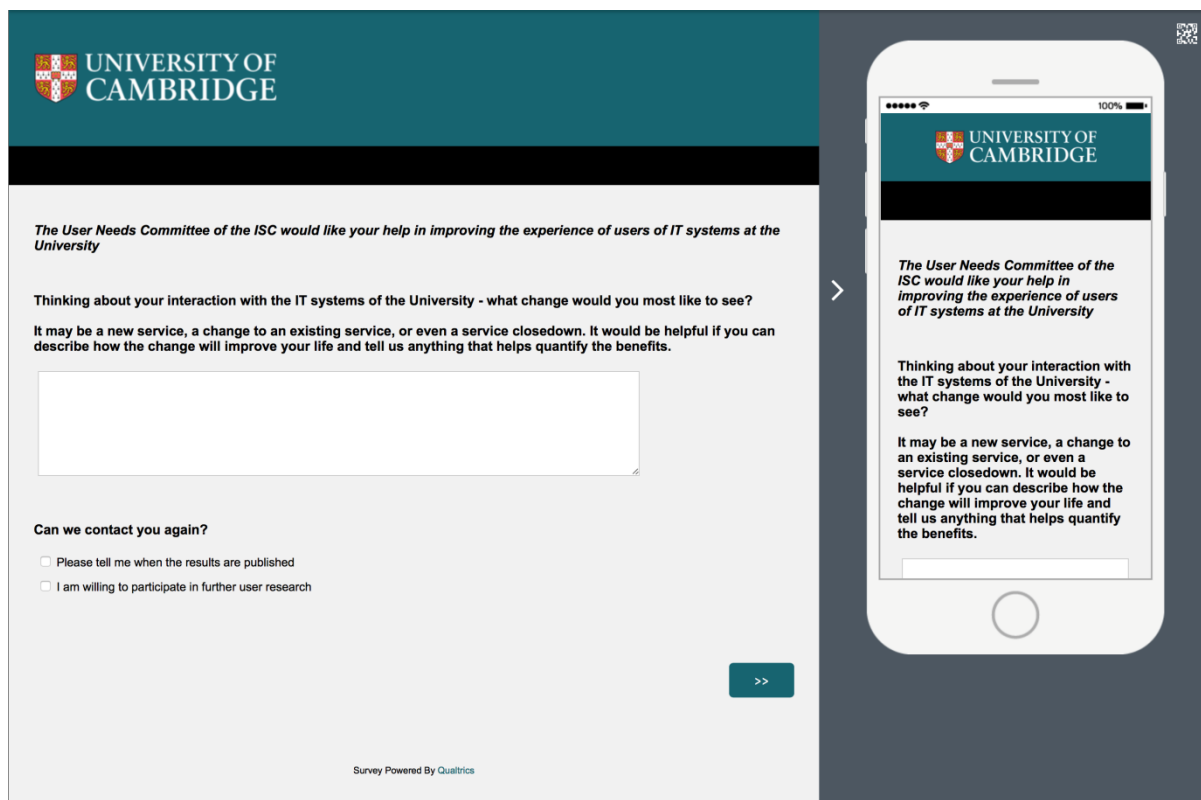
Progress is behind plan due to staff turnover.

The intention is to develop a longitudinal survey for use in Easter Term. Development work is at an early stage and there is a desire for some more immediate input to the work of the User Needs Committee.

With this in mind, an interim survey has been designed with a single open question to identify priority issues. This design will require more analysis time, but will not prejudice which issues are most important. It can help with the development of the longitudinal survey alongside stakeholder inputs.

The survey is in test and may be significantly modified. An introductory passage will need to be approved by the Chair of UNC. We will be following up an initial sample of 20 invited respondents after 1 week. Those who have responded within the week will be asked if the survey can be improved and whether they have other suggestions that might increase response rate. Those who have not responded will be asked what prevented a response and how we could have addressed those issues better.

Depending on the nature of the issues identified, we anticipate running the survey with a larger test group in February, and University-wide in late-February or early-March. The form of the survey is reproduced below:



Preparation has involved work with the 'Panels' functionality of Qualtrics. This provides for random selection of staff with particular demographic profiles. In order to take full advantage of this functionality it would be helpful to populate the panels database with full staff and student profile

information. We are confirming the data privacy implications of this as part of our preparations for the longitudinal survey work, but it would be helpful for the User Needs Committee to endorse the desirability of entering user profile information into software like Qualtrics so that it can form the basis of panel selection.

John Norman
2 February 2015