

A committee was constituted to customize the survey tools proposed in the SA Manual for program self-assessment. The proposed survey tools are thoroughly discussed, reviewed, customized and finalized by by all the members of the sub-committee. The templates are essential for carrying out the self-assessment exercise in all programs of the Bangladesh's universities. However, these are samples and very generalized. Program offering entities may customize these templates depending on their individual and specific requirements and context.

**Annex 1**

**Program Self-Assessment  
SURVEY QUESTIONNAIRE FOR EMPLOYER**

The purpose of this survey is to obtain employers' input on the quality of education of \_\_\_\_\_ program of \_\_\_\_\_ University. The survey is with regard to **the** graduates of \_\_\_\_\_ University employed at your organization. Your sincere cooperation would enable us to improve the quality of our graduates as per your requirements.

**Name of the Institute/Organization:** \_\_\_\_\_

**Corporate Office Address** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Web:** \_\_\_\_\_

Nature: Please put tick (√) in appropriate box

Academic  Research  Business Enterprise  Others \_\_\_\_\_

1. Experience Requirement for Entry Level Employees Please put tick (√) in appropriate box:

Highly Experienced  Experience for few years  Fresh  cannot be generalized

2. Please rate the following dimensions of quality of graduates according to importance in recruitment using the following rating scale:

5 = extremely important, 4=very important, 3= important, 2=less important, and 1=not at all important

No.	Dimensions of Quality	Rating
<b>A. Knowledge</b>		
3.1	Job knowledge (knowledge on the subject matter)	
3.2	IT Knowledge	
3.3	Innovative knowledge	
<b>B. Communication Skills</b>		
3.4	Oral communication	
3.5	Written communication	
3.6	Presentation skills	

<b>C. Interpersonal Skills</b>		
3.7	Ability to work in teams	
3.8	Leadership	
4.9	Empathy	
3.10	Motivation ability	
3.11	Reliability	
3.12	Appreciation of ethical values	
3.13	Adaptability	
<b>D. Work Skills</b>		
3.14	Time management	
3.15	Judgment	
3.16	Problem formulation, solving and decision making skills	
3.17	Collecting and analyzing appropriate data	
3.18	Ability to link theory to Practice	
3.19	Discipline	
3.20	Sense of Responsibility	

3. Please evaluate the following dimensions of competence of graduates ..... program, ... University based on their performance at your organization using the following scale:

5 – Excellent      4 – Very Good      3 – Good      2 – Fair      1 – Poor

No.	Dimensions of Quality	
<b>E. Knowledge</b>		
3.1	Job knowledge (knowledge on the subject matter)	
3.2	IT Knowledge	
3.3	Innovative knowledge	
<b>F. Communication Skills</b>		
3.4	Oral communication	
3.5	Written communication	
3.6	Presentation skills	
<b>G. Interpersonal Skills</b>		

3.7	Ability to work in teams	
3.8	Leadership	
4.9	Empathy	
3.10	Motivation ability	
3.11	Reliability	
3.12	Appreciation of ethical values	
3.13	Adaptability	
<b>H. Work Skills</b>		
3.14	Time management	
3.15	Judgment	
3.16	Problem formulation, solving and decision making skills	
3.17	Collecting and analyzing appropriate data	
3.18	Ability to link theory to Practice	
3.19	Discipline	
3.20	Sense of Responsibility	

4. Major weaknesses you have observed in the Graduates of \_\_\_\_\_ Program  
 \_\_\_\_\_ University working at your organization

5. Do you provide any training just after recruitment before assigning any responsibility: Yes/No  
 If yes, please specify: \_\_\_\_\_

6. General Comments (Please make additional comments or suggestions, which you think would help  
 to strengthen our academic programs for the improvement the quality of graduates).

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