

Analysis of Feedback of Office by Students 2020-21

Introduction: -

Office of any institution plays vital role in the proper administration. It provides excellent service to students, teachers and parents. The quality of office work is accessed every year by collecting feedback in the prescribed format from the students of our college.

Objectives: -

1. To evaluate the present status of office of the college.
2. To seek the stakeholder's opinion about college administration.

Methodology: -

A questionnaire in the form of google forms comprising 06 questions, was provided to students of B.A., B.Sc. & B.Com. Third year to collect feedback on different aspects of the office. The collected data was analyzed. The percentage tool was used to analyze the data.

Results: -

- ❖ 88% students are of the opinion that working hours of the college are good.
- ❖ 95% students are satisfied with the timely display of notices.
- ❖ 79% students mentioned that the college office is prompt in issuing T.C., Bonafide certificates etc.
- ❖ 82% students expressed their satisfaction as good regarding the distribution of scholarship
- ❖ 91% students are satisfied with the guidance and counseling by office staff.
- ❖ 86% students registered their response as good on the behavior of the office employees with students.