Evaluators' satisfaction questionnaire for the Doctoral Verification Programme.

The Directorate for University Evaluation and Accreditation of the Andalusian Knowledge Agency requests your collaboration as a member of the evaluation commission in the verification process of official Doctoral qualifications.

It is very important for us to ascertain the opinions of those who collaborate with the agency in evaluation processes, so that we can incorporate improvements when we review our processes.

We aim to use this questionnaire to find out your opinion and degree of satisfaction regarding the verification process in which you have recently participated. We would like to express our gratitude for the time you have set aside for this.

For each item, please indicate your degree of satisfaction with each aspect, bearing in mind that the scale ranges from "Very dissatisfied" to "Very satisfied".

Very dissatisfied	Dissatisfied	Somewhat satisfied	Satisfied	Very satisfied

We also request that if you have any issue related to any of the items being evaluated you consider important that you raise it in the observations section.

A. Role of evaluator

○ **Academic**   ○ **Professional**   ○ **QMS Expert**   ○ **Student**

B. Training Day

1. Did you attend the Training Day on the evaluation process for the verification of Doctorates?

YES   NO

Specify reason:
No, could not attend due to other commitments
Information about the training day did not reach me
I did not consider it necessary (prior training)

Other

2. If you attended the training day, rate:

2.1. General organisation of the day

○ Very dissatisfied ○ Dissatisfied ○ Somewhat satisfied ○ Satisfied ○ Very satisfied ○ N/a

2.2. Duration of the Training Day

○ Very dissatisfied ○ Dissatisfied ○ Somewhat satisfied ○ Satisfied ○ Very satisfied ○ N/a

2.3. The documentation sent before the day

○ Very dissatisfied ○ Dissatisfied ○ Somewhat satisfied ○ Satisfied ○ Very satisfied ○ N/a

2.4. General information received about planning the evaluation process

○ Very dissatisfied ○ Dissatisfied ○ Somewhat satisfied ○ Satisfied ○ Very satisfied ○ N/a

2.5. Clarity in the way the evaluation programme criteria were presented

○ Very dissatisfied ○ Dissatisfied ○ Somewhat satisfied ○ Satisfied ○ Very satisfied ○ N/a

2.6. Usefulness of the training received

○ Very dissatisfied ○ Dissatisfied ○ Somewhat satisfied ○ Satisfied ○ Very satisfied ○ N/a

Observations

C. Information about the procedure

3. Composition of the evaluation Commission

○ Very dissatisfied　○ Dissatisfied　○ Somewhat satisfied　○ Satisfied　○ Very satisfied　○ N/a

4. The periods established for carrying out the evaluation

○ Very dissatisfied　○ Dissatisfied　○ Somewhat satisfied　○ Satisfied　○ Very satisfied　○ N/a

5. Usefulness of the meetings held

○ Very dissatisfied　○ Dissatisfied　○ Somewhat satisfied　○ Satisfied　○ Very satisfied　○ N/a

6. Documentation provided about the evaluation programme (Orientation guide for drawing up statements)

○ Very dissatisfied　○ Dissatisfied　○ Somewhat satisfied　○ Satisfied　○ Very satisfied　○ N/a

Observations

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D. Evaluation criteria

7. The evaluation criteria are clearly defined

○ Very dissatisfied　○ Dissatisfied　○ Somewhat satisfied　○ Satisfied　○ Very satisfied　○ N/a

8. The evaluation criteria are appropriate

○ Very dissatisfied　○ Dissatisfied　○ Somewhat satisfied　○ Satisfied　○ Very satisfied　○ N/a

Observations

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E. IT tool for the evaluation

9. The application used during the evaluation process is sufficiently functional and user-friendly

○ Very dissatisfied　○ Dissatisfied　○ Somewhat satisfied　○ Satisfied　○ Very satisfied　○ N/a

10. The evaluation form used is appropriate

○ Very dissatisfied　○ Dissatisfied　○ Somewhat satisfied　○ Satisfied　○ Very satisfied　○ N/a

Observations

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F. Evaluation reports and results

11. The reports format is appropriate

○ Very dissatisfied　○ Dissatisfied　○ Somewhat satisfied　○ Satisfied　○ Very satisfied　○ N/a

12. The content of the reports is clear and concise

○ Very dissatisfied　○ Dissatisfied　○ Somewhat satisfied　○ Satisfied　○ Very satisfied　○ N/a

13. The results of the report reflect what was agreed

○ Very dissatisfied　○ Dissatisfied　○ Somewhat satisfied　○ Satisfied　○ Very satisfied　○ N/a

Observations

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G. Personnel

Regarding the personnel involved in the verification process of the doctoral programme, indicate your degree of satisfaction.

14. Attention received from technical staff

○ Very dissatisfied   ○ Dissatisfied   ○ Somewhat satisfied   ○ Satisfied   ○ Very satisfied   ○ N/a

15. Usefulness and appropriateness of the answers received to queries submitted during the process

○ Very dissatisfied   ○ Dissatisfied   ○ Somewhat satisfied   ○ Satisfied   ○ Very satisfied   ○ N/a

16. Response time to the question submitted was appropriate

○ Very dissatisfied   ○ Dissatisfied   ○ Somewhat satisfied   ○ Satisfied   ○ Very satisfied   ○ N/a

17. Administrative management of the process (payments, management of travel, accommodation)

○ Very dissatisfied   ○ Dissatisfied   ○ Somewhat satisfied   ○ Satisfied   ○ Very satisfied   ○ N/a

Observations

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H. Rate your overall satisfaction with the experience as an evaluator of the programme

○ Very dissatisfied   ○ Dissatisfied   ○ Somewhat satisfied   ○ Satisfied   ○ Very satisfied   ○ N/a

Observations

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I. Rate your general satisfaction with the evaluation programme for the verification of Doctoral Programmes (Usefulness, viability, transparency, validity).

○ Very dissatisfied   ○ Dissatisfied   ○ Somewhat satisfied   ○ Satisfied   ○ Very satisfied   ○ N/a

Observations (Indicate the suggestions you think may be appropriate for improving the procedure in future reviews)

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Thank you for your collaboration