

| EVALUATION PLAN DEPARTMENT OF COMPUTER SCIENCE | | |
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| EVALUATION OF STUDY ACTIVITIES | Responsible | Spring 2025 |
| Send questionnaire to students (deadline for answers May 5. Reminder: April 30) | Department | April 21 |
| The students evaluate based on questionnaires | Student | April 21 - May 5 |
| Send SurveXact reports to semestercoordinators (via studyboard secretary) | Department/Studyboard | May 12 |
| Prepare and send draft evaluation report to teachers for comments | Semestercoordinator | June 2 |
| Send final evaluation report to the study board | Semestercoordinator | June 30 |
| Extract gradestatistics for modules at the semester | Studyboard | September 8 |
| Send extra questionnaire to students about exam (deadline for answers: September 5) | Department | June 30 |
| Send SurveyXact reports with the students feedback about exams to the study board | Department | September 12 |
| Evaluation of the semester based on the semester coordinator's evaluation report, answers from the extra questionnaire about exam, and grade statistics | Studyboard | September |
| Upload the study boards conclusions to the evaluation of study activities on web and inform teachers, students, etc. | Studyboard / Department | October |
| Follow up on the conclusions each semester on study management meetings (ULG) | Department | October |