College of Informatics and Computing Sciences

Dear Respondents,

Warmest Greetings!

We, the developers and fourth-year students at Batangas State University, The NEU ARASOF-Nasugbu Campus, are currently working on a project entitled **"SaKOP: Sangguniang Kabataan Online Platform- an IT Approach to the Streamlining of Youth Governance Management."** This initiative aims to streamline the operations and processes of the SK officials.

In line with this, we respectfully invite you to participate in our survey. The project aims to evaluate the efficiency, report generation, ease of use, level of acceptance, system performance, data management, and security of the system. Your unique perspectives and insights will significantly enhance the quality and relevance of our system, ensuring that SaKOP aligns with the actual needs and challenges of its users. We sincerely appreciate your time and thoughtful responses to our questionnaire, as the information you provide will be essential in creating a system that best supports document handling and information management for educational institutions.

Your survey responses will be solely used for academic purposes only and strictly confidential under the Data Privacy Act of 2012 (RA 10173).

Thank you very much for your support and collaboration.

With utmost respect and gratitude,
Carl Justine E. Cudiamat
Karlo Mateo C. Mendoza
Marien Khristah C. Valencia
The SaKOP Development Team

Date: _____

Name (optional): _____   Gender: ☐ Male   ☐ Female

Type of Respondent: ☐IT Expert   ☐ SK Federation   ☐ SK Chairman

Direction: Please read each statement carefully and check (/) all the options that reflect the challenges you encounter with the current **Sangguniang Kabataan (SK)** system in managing operations related to **program recommendation**, **member profiling**, **document archiving**, and **budget allocation**. Place a checkmark in each box that corresponds to the issues you experience regularly. Feel free to select all options that are relevant to your current experience.

☐ Difficulty in tracking the status of program recommendations
(e.g., pending, approved, rejected).

☐ Lack of collaboration tools for team discussions on program recommendations.

☐ Difficulty in registering new members or updating member profiles.

☐ Inaccurate or incomplete member information due to data entry issues.

☐ Challenges with organizing or retrieving large amounts of member data.

Leading Innovations, Transforming Lives, Building the Nation

Republic of the Philippines
BATANGAS STATE UNIVERSITY
The National Engineering University
ARASOF-Nasugbu Campus
R. Martinez St., Brgy. Bucana, Nasugbu, Batangas, Philippines 4231
Tel Nos.: (+63 43) 416-0350 local 207
E-mail Address: cics.nasugbu@g.batstate-u.edu.ph | Website Address: http://www.batstate-u.edu.ph

College of Informatics and Computing Sciences

☐ Difficulty in storing and organizing program-related documents.

☐ Difficulty in retrieving archived documents quickly when needed.

☐ Difficulty in tracking budget allocation and expenditures in real-time.

☐ Lack of transparency or visibility into the budget approval process.

☐ Lack of clear reporting features for budget status and forecasting.

Others: _____

Direction: Please evaluate/rate the following items to determine the acceptability of the **SaKOP: Sangguniang Kabataan Online Platform** by checking (/) the corresponding box using the scale below:

5 – Strongly Agree
4 – Agree
3 – Neutral
2 – Disagree
1 – Strongly Disagree

Level of Effectiveness

Task Efficiency	Strongly Agree (5)	Agree (4)	Neutral (3)	Disagree (2)	Strongly Disagree (1)
1. The system enables me to complete tasks quickly and efficiently.					
2. I rarely encounter issues when registering new KK Members					
3. The system helps me multitask effectively.					
4. The process within the system feels logical and easy to follow.					
5. I can complete my work independently within the system.					

Report Generation	Strongly Agree (5)	Agree (4)	Neutral (3)	Disagree (2)	Strongly Disagree (1)
1. The system makes it easy to generate necessary reports.					

Leading Innovations, Transforming Lives, Building the Nation

Republic of the Philippines
BATANGAS STATE UNIVERSITY
The National Engineering University
ARASOF-Nasugbu Campus
R. Martinez St., Brgy. Bucana, Nasugbu, Batangas, Philippines 4231
Tel Nos.: (+63 43) 416-0350 local 207
E-mail Address: cics.nasugbu@g.batstate-u.edu.ph | Website Address: http://www.batstate-u.edu.ph

College of Informatics and Computing Sciences

2. Report formats provided by the system are clear and easy to read.					
3. I can customize reports to suit my needs.					
4. The system helps me save time on manual data entry for reports.					
5. The reporting tools improve my productivity.					

Ease of Use	Strongly Agree (5)	Agree (4)	Neutral (3)	Disagree (2)	Strongly Disagree (1)
1. The system is easy to navigate and understand.					
2. I can complete tasks with minimal effort.					
3. The layout and design of the system help me use it effectively.					
4. Learning new features is straightforward without needing much assistance.					
5. I feel confident using the system for my daily tasks.					

Level of Acceptance

System Performance	Strongly Agree (5)	Agree (4)	Neutral (3)	Disagree (2)	Strongly Disagree (1)
1. The system performs well and meets my expectations.					
2. I rarely experience system crashes or slowdowns.					
3. The system responds quickly to my inputs.					
4. The system handles data smoothly without noticeable lag.					

Leading Innovations, Transforming Lives, Building the Nation

Republic of the Philippines
BATANGAS STATE UNIVERSITY
The National Engineering University
ARASOF-Nasugbu Campus
R. Martinez St., Brgy. Bucana, Nasugbu, Batangas, Philippines 4231
Tel Nos.: (+63 43) 416-0350 local 207
E-mail Address: cics.nasugbu@g.batstate-u.edu.ph | Website Address: http://www.batstate-u.edu.ph

College of Informatics and Computing Sciences

5. The overall performance of the system supports my tasks effectively.					

Data Management	Strongly Agree (5)	Agree (4)	Neutral (3)	Disagree (2)	Strongly Disagree (1)
1. The system makes the uploading and retrieval of documents easy .					
2. I can organize and categorize data in a way that makes sense for my needs.					
3. I can find and retrieve data of the KK Members quickly within the system.					
4. Data storage feels secure and reliable.					
5. I trust the system to keep my data accurate and updated.					

Security	Strongly Agree (5)	Agree (4)	Neutral (3)	Disagree (2)	Strongly Disagree (1)
1. I feel my data is secure within the system.					
2. The system enforces access restrictions effectively.					
3. The system provides options to share data securely with others using the documents uploading section.					
4. I feel confident that my information is protected against unauthorized access.					
5. Security practices within the system meet my expectations.					

Leading Innovations, Transforming Lives, Building the Nation

Republic of the Philippines
BATANGAS STATE UNIVERSITY
The National Engineering University
ARASOF-Nasugbu Campus
R. Martinez St., Brgy. Bucana, Nasugbu, Batangas, Philippines 4231
Tel Nos.: (+63 43) 416-0350 local 207
E-mail Address: cics.nasugbu@g.batstate-u.edu.ph | Website Address: http://www.batstate-u.edu.ph

College of Informatics and Computing Sciences

FEEDBACK AND SUGGESTIONS

Please provide any feedback, further suggestions, or ideas on how **"SaKOP: Sangguniang Kabataan Online Platform- an IT Approach to the Streamlining of Youth Governance Management."** can be improved or better serve your needs.

_____
_____
_____
_____
_____
_____

Are there any additional features you would like to see included in the **"SaKOP: Sangguniang Kabataan Online Platform- an IT Approach to the Streamlining of Youth Governance Management."** to enhance its usability or functionality?

_____
_____
_____
_____
_____
_____

Leading Innovations, Transforming Lives, Building the Nation