

**SURVEY QUESTIONNAIRE FOR ADMINISTRATOR**

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| **Capstone Project Title** | SorSu Bulan Campus Document Management System |
| **Evaluated By** |  |
| **Date of Evaluation** |  |
| **Company/Org. Position** |  |

We appreciate you taking the time to participate in our client testing. Your feedback is crucial as we strive to improve our software product to better align with your needs and expectations. This survey aims to gather your experiences regarding the software's usability, functionality, efficiency, and overall satisfaction. Please share your experience by selecting (✅) from the options below.

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| --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** |
| Strongly Disagree | Disagree | Neither Agree nor Disagree | Agree | Strongly Agree |

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| --- | --- | --- | --- | --- | --- | --- |
| Category | | Options | | | | |
| **Functional Suitability**. This section focuses on assessing whether the system fulfills its intended functions. | | **1** | **2** | **3** | **4** | **5** |
| 1 | The system allows dean/administrators to create PC accounts. |  |  |  |  |  |
| 2 | The system enables dean/administrator to create faculty accounts. |  |  |  |  |  |
| 3 | The system allows dean/administrator to oversee the faculty accounts he/she created. |  |  |  |  |  |
| 4 | The system allows dean to modify/update the information of the created accounts. |  |  |  |  |  |
| 5 | The system allows dean/administrator to archived accounts. |  |  |  |  |  |
| 6 | The system allows dean/administrator to sort the created accounts by ascending and descending order. |  |  |  |  |  |
| 7 | The system allows dean/administrators to oversee the approved documents of the faculty. |  |  |  |  |  |
| 8 | The system allows dean/administrator to search the document based on name, role, email, department, program, and last login. |  |  |  |  |  |
| **Interaction Capability**. This section focuses on how well users interact with the system. | | | | | | |
| 1 | The interface of the system is user-friendly. |  |  |  |  |  |
| 2 | Restoring accounts from the archive bin is a simple process. |  |  |  |  |  |
| 3 | The ‘Search users’ functionality is easy to locate and understand. |  |  |  |  |  |
| 4 | The process of assigning roles to users is simple and easy. |  |  |  |  |  |
| 5 | The document that was submitted by the faculty is accessible. |  |  |  |  |  |
| 6 | The ‘Create User’ button is clearly visible and accessible. |  |  |  |  |  |
| 7 | The ‘Edit’ and ‘Archive’ buttons are clearly labeled and easy to identify. |  |  |  |  |  |
| 8 | The ‘Sort’ button are easy to use. |  |  |  |  |  |
| **Performance Efficiency**. This sections focuses on how well the system performs in terms  of speed, resource usage, and scalability. | | | | | | |
| 1 | The ‘Search’ functionality provides fast filtering and doesn’t require waiting for long period of time. |  |  |  |  |  |
| 2 | The system responds immediately when clicking on ‘Edit’ button. |  |  |  |  |  |
| 3 | There is no noticeable delay when opening or downloading an approved document. |  |  |  |  |  |
| 4 | The system allows the administrator to easily create a new user accounts without unnecessary steps or delays. |  |  |  |  |  |
| 5 | Assigning roles is processed efficiently. |  |  |  |  |  |
| 6 | Archiving or deleting a user account is processed quickly without impacting the system’s performance. |  |  |  |  |  |
| 7 | Changes made to user's information are reflected in the system immediately. |  |  |  |  |  |
| 8 | Scrolling through the long list of users is smooth and easy. |  |  |  |  |  |

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