

**Working from Home: Impact of COVID-19 on Employee Motivation and Job satisfaction among Non-Academic Staff at a Public University in South Africa.**

**RESEARCH QUESTIONNAIRE**

**Please answer the following statements by placing X in the most appropriate box.**

**1= Strongly disagree, 2= Disagree.3 = Somewhat disagree, 4= Neutral, 5= Somewhat agree, 6= Agree, 7= Strongly agree.**

1. **Motivation Questions (Fourie, 1989)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Questions** | Strongly disagree | Disagree | Somewhat disagree | neutral | Somewhat agree | agree | Strongly agree |
| 1. My work assignment was always clearly explained to me. |  |  |  |  |  |  |  |
| 1. There was never enough time to go through my work. |  |  |  |  |  |  |  |
| 1. I had Comfortable working hours |  |  |  |  |  |  |  |
| 1. I am satisfied with my career progress in this institution. |  |  |  |  |  |  |  |
| 1. The equipment and tools used for work were efficient |  |  |  |  |  |  |  |
| 1. I had an adequate working area to work efficiently. |  |  |  |  |  |  |  |
| 1. I took interest in what I did. |  |  |  |  |  |  |  |
| 1. There was the provision of lighting and ventilation facilities at my workplace. |  |  |  |  |  |  |  |
| 1. My working environment was comfortable |  |  |  |  |  |  |  |

1. **Job satisfaction Questions (cook et al., 1981)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Strongly disagree | Disagree | Somewhat Disagree | neutral | Somewhat agree | agree | Strongly agree |
| 1. Each day of my work seemed like it would never end. |  |  |  |  |  |  |  |
| 1. Requirements for my working activities disturbed my family life |  |  |  |  |  |  |  |
| 1. The duration of my working life made it difficult to fulfill my family responsibilities. |  |  |  |  |  |  |  |
| 1. My private life affected my professional tasks negatively. |  |  |  |  |  |  |  |
| 1. This institution is of great importance to me. |  |  |  |  |  |  |  |
| 1. I have adequate opportunities to develop my professional skills |  |  |  |  |  |  |  |
| 1. I felt I could easily communicate with members from all levels. |  |  |  |  |  |  |  |
| 1. The stress of working duties made it difficult to fulfil my private tasks. |  |  |  |  |  |  |  |
| 1. I had to postpone my professional tasks because I had too many family responsibilities. |  |  |  |  |  |  |  |

1. **Working from home Questions (Susilo, 2020)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Strongly disagree | Disagree | Somewhat disagree | neutral | Somewhat agree | Agree | Strongly agree |
| 1. My work objectives were clear each day/week. |  |  |  |  |  |  |  |
| 1. I had all the equipment needed to complete my work. |  |  |  |  |  |  |  |
| 1. I am as productive at home as I am at the office. |  |  |  |  |  |  |  |
| 1. I feel like working from home can be improved. |  |  |  |  |  |  |  |
| 1. I find that working from home hindered my career growth. |  |  |  |  |  |  |  |
| 1. I found online meetings to be as effective as face-to-face meetings. |  |  |  |  |  |  |  |
| 1. The technology I use for online work is reliable. |  |  |  |  |  |  |  |
| 1. I found myself struggling to focus when working from home. |  |  |  |  |  |  |  |
| 1. I found that working from home helped me save money. |  |  |  |  |  |  |  |
| 1. I miss social interactions while working from home. |  |  |  |  |  |  |  |
| 1. I would rather continue working from home after the outbreak. |  |  |  |  |  |  |  |

1. **Technological skills Questions (Yu & Wu, 2020)**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| . | | Strongly disagree | | Disagree | | Somewhat disagree | | neutral | | Somewhat agree | | Agree | | Strongly agree | |
| 1. I found communication with other employees problematic. | |  | |  | |  | |  | |  | |  | |  | |
| 1. I found access to work-related information complicated. | |  | |  | |  | |  | |  | |  | |  | |
| 1. I feel like sometimes I miss important information because of technology. | |  | |  | |  | |  | |  | |  | |  | |
| 1. Communication tools (e.g. technology) didn’t hinder my work. |  | |  | |  | |  | |  | |  | |  | |  |
| 1. When I encountered difficulties, people on the digital platform would help me overcome the problem | |  | |  | |  | |  | |  | |  | |  | |

1. **Demographics and Background information**
2. What is your gender?

|  |  |  |
| --- | --- | --- |
| Male | Female | Prefer not to say |
|  |  |  |

1. What is your age group?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 18-25 | 26-35 | 36-45 | 46-55 | 56-65 | Prefer not to say |
|  |  |  |  |  |  |

1. Marital status

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Single (living alone) | Married or living with a partner | Living with parents | Divorced | Prefer not to say |
|  |  |  |  |  |

1. What is your highest level of education?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Primary school | High  school | Diploma | Graduate | Postgraduate |  |
|  |  |  |  |  |  |

1. Category of employment

|  |  |
| --- | --- |
| Permanent | Part-time |
|  |  |

1. Year of work experience

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1-5 | 6-10 | 11-15 | 16-20 | 21-25 | Prefer not to say |
|  |  |  |  |  |  |