	ST. MICHAEL'S COLLEGE OF ILIGAN, INC	<i>Document Code:</i> SMCII.RMO.CVIICV.001	
		<i>Rev.:</i> 0	<i>Effectivity Date:</i> 08.20.2024
	<i>Subject:</i> CONTENT VALIDITY INDEX (CVI) FORM 20 ITEM CONTENT VALIDATION		

CONTENT VALIDITY INDEX (CVI) FORM 20
ITEM CONTENT VALIDATION

Name of Validator: _____

Gender: _____ Age: _____

Position: _____

Years of Service: _____

Baccalaureate Degree: _____

Master's Degree: _____

Doctoral Degree: _____

Field of Specialization: _____

Name of Institution/Agency: _____

Address of Institution/Agency: _____

Title of the Tool/Instrument:

Instructions for Expert Evaluators: *(please see attached document for rating)*

Please rate each item in the questionnaire according to its relevance to the research objectives, using the following scale:


- **3 – Essential**
- **2 – Useful but not essential**
- **1 – Not essential**

No.	Questionnaire Item	Rater 1	Rater 2	Rater 3	Rater 4	Rater 5
1	[First survey item here]					
2	[Second survey item here]					
3	[Third survey item here]					
...	...					

(Add or remove columns for raters as needed; 3–5 raters are suggested.)

Signature over the Printed Name of the Validator

Date of Validation

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STEPS IN CONDUCTING THE CVI PROCESS

Step 1: Develop the Questionnaire

- Structure your questionnaire into clear sections (e.g., Demographic Information, Main Survey Items).
- Ensure each item aligns with your research objectives.

Step 2: Identify Expert Evaluators

- Choose 3 to 5 experts with relevant academic or professional credentials in your research field.

Step 3: Use the CVI Rating Scale

- Have each expert rate every survey item using the 3-2-1 scale.

Step 4: Format the Expert Rating Table

- Use the table provided above to record each expert's ratings per item.

Step 5: Interpret the Results

- **For each item, calculate the CVI:**
$$\text{CVI} = \frac{\text{Number of Experts rating 3 (essential)}}{\text{Total Number of Experts}}$$

$$\text{CVI} = \frac{\text{Number of Experts rating 3 (essential)}}{\text{Total Number of Experts}}$$
- **Interpretation:**
 - **CVI ≥ 0.78** – The item is valid and should be retained.
 - **CVI < 0.78** – The item may need revision or removal.

Step 6: Obtain Certificate from a Data Analyst

- After analysis, secure a certificate of validation from a qualified data analyst.
- You may choose a data analyst from the Research Management Office or an external qualified analyst (ensure validity of certificate).