APPENDIX V
QUESTIONNAIRE FOR EVALUATION OF VOCATIONAL EDUCATION BY ADMINISTRATORS

BY C.K. MISRA

DIRECTION: Read each item carefully please tick mark ( ) whichever is must applicable from your point of view.

1. Name of Institution
2. Postal Address in full
3. Approach
   Route by Rail
   Route by Road
   Route by any other means (please specify)
4. (a) Name of the head of the Institution
   (b) Qualifications
      (i) Academic/Technical
      (ii) Professional
   (c) Experience (in years)
      (i) Administration
      (ii) Teaching
      (iii) Any other
5. Have you attended any Orientation programme on Vocationalization of Education
   (a) Organised by NCERT
   (b) Organised by NIEPA
   (c) Organised by the State Directorate
   (d) Organised by SCERT/SIE
   (e) Organised by Board of Education
   (f) Organised by any other organisation
      (like TTTI, ITT, Polytech-etc) (specify)
6. Type of Institution
   (a) Urban/Rural
   (b) For boys/For girls/Co-educational
   (c) Residential/Non-residential/Partially residential
   (d) Single shift/Double shift
   (e) Govt./Local body/Aided /Unbaided
7. Name of the course run by the institution at the plus two stage
   (a) Academic
   (b) Vocational
8. Vocational courses offered in the institution since the introduction of Vocationalization

<table>
<thead>
<tr>
<th>S.No</th>
<th>Name of the course</th>
<th>Year of Introduction</th>
<th>Still running or closed(mention) the course</th>
<th>Running for closing the course</th>
</tr>
</thead>
<tbody>
<tr>
<td>a</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>d</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>e</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Selection of the Course and Institution

9. Was your Institution selected on the basis of:
   (a) District Vocational Survey
   (b) Availability of infrastructural facility
   (c) Demand of the community
   (d) Employment opportunities in the locality
   (e) Personal interest of Management and yourself
   (f) Decision of the department
   (g) Accessibility
   (h) Availability of collaborative support
   (i) Availability of residential facilities for the students
   (j) Any other (Specify)

* Tick mark more than one, if necessary

10. Was this vocational course selected on the basis of:
    (a) District Vocational Survey
    (b) Allotment by the department
    (c) Local survey by the institution
    (d) Demand of the community
    (e) Employment opportunities in the locality
    (f) Personal interest of the management and yourself
    (g) Any other (specify)

11. Do you feel that the selection of the course for your institution is appropriate? Yes/No

* Specific information about the course
12. Furnish the following information:

<table>
<thead>
<tr>
<th>Year</th>
<th>Enrolment Boys/Girls appear-</th>
<th>Total students</th>
<th>No. of students passed</th>
<th>No. of students who failed</th>
<th>Reason for fresh dropouts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam</td>
<td>Class</td>
<td>XII</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
</tr>
</tbody>
</table>

13. Does this vocational course impact education for self-employment? Yes/No

14. Does this vocational course increase the wage employment chains of students? Yes/No

15. Does the course permit students to join higher courses in colleges/university/polytechnics? Yes/No
   a. Academic
   b. Professional

16. If employed, whether employed in respective field or in other allied fields (specify)

17. How do you rate the infrastructural facilities available in your institution to run this course?
   (a) Teaching staff Adequate Inadequate
   (b) Supportive staff
   (c) Workshop
   (d) Library
   (e) Farms and cattle sheds
   (f) Playground and play materials
   (g) Raw material
   (h) Class room

18. What additional facilities do you need to run this course effectively?
   (a) Teaching staff
   (b) Supporting staff
   (c) Workshop
   (d) Laboratory
   (e) Library
   (f) Farms and cattlesheds
   (g) Play ground and play materials
   (h) Raw material
   (i) Class room
19. Availability of instructional materials

<table>
<thead>
<tr>
<th>Adequate</th>
<th>Inadequate</th>
<th>Not available</th>
</tr>
</thead>
<tbody>
<tr>
<td>i) Text books</td>
<td>ii) Reference books</td>
<td>iii) Teachers manuals</td>
</tr>
<tr>
<td></td>
<td></td>
<td>iv) Practice manuals</td>
</tr>
<tr>
<td></td>
<td></td>
<td>v) Teaching Aids</td>
</tr>
</tbody>
</table>

20. Give details of grants received by the institute for this course

<table>
<thead>
<tr>
<th>Year</th>
<th>Courses</th>
<th>Grants received</th>
<th>Amount utilized</th>
<th>Whether received in time</th>
<th>Adequate or Not</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Recurring</td>
<td>Non-recurring</td>
<td>Recurring</td>
<td>Non-recurring</td>
</tr>
<tr>
<td>87-88</td>
<td>Central</td>
<td>State</td>
<td>Management</td>
<td></td>
<td></td>
</tr>
<tr>
<td>89-90</td>
<td>Central</td>
<td>State</td>
<td>Management</td>
<td></td>
<td></td>
</tr>
<tr>
<td>90-91</td>
<td>Central</td>
<td>State</td>
<td>Management</td>
<td></td>
<td></td>
</tr>
<tr>
<td>91-92</td>
<td>Central</td>
<td>State</td>
<td>Management</td>
<td></td>
<td></td>
</tr>
<tr>
<td>92-93</td>
<td>Central</td>
<td>State</td>
<td>Management</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

21. Do you need the grant for any of these facilities?
   (a) Workshop facilities
   (b) Laboratory facilities
   (c) Library facilities
   (d) Farm and cattle sheds or field works and field visits
   (e) Play grounds and play materials
   (f) Class rooms
   (g) Additional staff
   (h) Equipment
   (i) On-the-job training
   (i) Any other (please specify)
22. Give your opinion about curriculum of this course by putting a tick mark in the appropriate columns

<table>
<thead>
<tr>
<th>Basis of opinion</th>
<th>Theory content</th>
<th>Practicals</th>
<th>Relevance of the course</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Heavy</td>
<td>Adequate</td>
<td>Inadequate</td>
</tr>
</tbody>
</table>

i. Frequent task with students  
ii. Discussion with teachers  
iii. Employer’s opinion  
iv. Your own expertise in the course  
v. Any other (Please specify)

23. Should this course be continued?  
   Yes/No  
   If no, tick one or more appropriate reasons given below  
   (a) Lack of demand for the course  
   (b) Lack of essential facilities  
   (c) Lack of motive support from the authorities  
   (d) Non-availability of requisite staff  
   (e) Lack of employment opportunities  
   (f) Lack of adequate finance  
   (g) Any other (Specify)

24. Is there any collaborative arrangement with neighbouring institution for the course?  
   If any, indicate the arrangements  
   (a) Getting part-time teachers  
   (b) Utilising facilities for practicals  
   (c) Any other (specify)

25. Are these collaborative arrangements working satisfactorily?  
   Yes/No  
   If no, tick the appropriate reason/s given below  
   (a) Different controlling authorities  
   (b) Lack of proper co-ordination  
   (c) Apathy or indifference  
   (d) Conflicting time schedule  
   (e) Inadequate work-shop/field/laboratory or other facilities in the collaborating institution  
   (f) Inadequate staff in collaborating institution  
   (g) Lack of additional remuneration for additional work by the staff of the collaborating institution  
   Accessibility (Distance/transport)  
   Any other (specify)
26. Have you made any provision for on the job training for the students? Yes/No

If yes, please give
(i) Vocation
(ii) Name of organisation
(iii) Difficulties faced (tick one or more)
   I Too much distance to the place of, on-the-job-training
   II Lack of funds or conveyance from the agency providing on-the-job training
   IV Reluctance for disclosing or imparting the actual productions techniques
   V Lack of permission to handle machines
   VI Inability of the School to spare teachers for accompanying students for on-the-job training
   VII Any other (Please specify)

Teachers

27. Are these teachers specially appointed for the courses? Yes/No

If yes, please give following informations

Nature of appointment No. of teachers

1) Full time
   a) Permanent
   b) Temporary
   c) Adhoc
2) Part-time
3) Guest Lecturers
4) Teachers on deputation

28. What are the arrangements for teaching language(s) and other related subjects (e.g. Physics, chemistry etc.) to vocational students
   - Taught along with students in the academic stream
   - Separate class and separate teachers
   - Taught by vocational teachers themselves
   - Any other (please specify)

29. Are competent vocational teachers available? Yes/No

If no, why? (Tick appropriate reasons given below)
   a) Dearth of competent teachers
   b) Remuneraton is not attractive
   c) Restrictive rules and regulations
   d) Complicated appointment procedures
   e) Improper service conditions
   f) Lack of security
   g) Lack of opportunity for professional growth

H. Admission Criteria

30. What are the admission criteria for this course?
   a) Marks obtained in class X
   b) Aptitude/Attitude tests
c) Interview
d) Family background
e) Sponsorship
f) Reservation quota
g) Any other (specify)

I Incentive to the Students
31. Are there any incentives available to the students of vocational course? Yes/No

If yes, then furnish the following informations
     a) Stipends/scholarships available

     If yes, then-
     No. Of scholarships/stipends Amount per month Whether available in time

     b) Is there any provision for reservation of seats for +2 vocational students in the Institutions
        for higher professional courses. Yes/No

        If yes, give details

     c) Is there any provision for vertical movability for the +2 vocational students? Yes/No

        If yes, give details

     a) Are you getting sponsored candidates for this course? Yes/No

     b) Are the students offering this course because of assured job opportunity? Yes/No

Management
32. Are you getting proper support for effective implementation
    of the course? Yes/No

    State Government Yes/No
    Local bodies Yes/No
    Management Yes/No
    Parents Yes/No

    If yes, specify the form-
    i) Aids from the government
    ii) Donation from the community
    iii) Donation from the parents
    (iv) Funds from the management

Examination and Certification
33. i) What is the basis of internal assessment?

       (ii) Are you satisfied with the internal assessment of the students done by the concerned teachers? Yes/No
(iii) Is the prevailing internal assessment system satisfactory?
Yes/No
If no, give suggestion for its improvements

Apprenticeship
(i) Whether the apprenticeship facilities available?
Yes/No
If yes, furnish the following

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Course</th>
<th>Duration</th>
<th>Amount</th>
<th>No. of students</th>
<th>Method of selection</th>
<th>Name of organisation</th>
<th>Prevalence of adequate facilities</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Number allowed of seats</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

L. Miscellaneous
34. Give details about inspection and supervision being done by the Directorate/Board in your school

Purpose
i) Administration
ii) Academic
iii) Both

Level of Supervising Officer
i) District
ii) Regional
iii) State

Tools and techniques
i) Observation
ii) Checking of documents
iii) Class supervision
(iv) Discussion

Periodicity
(i) Half yearly
(ii) Yearly
(iii) Bienial

Impact of supervision for qualitative improvement of the course.
(i) Much impact
(ii) Some impact
(iii) No impact

Signatures of the Head of the institute with seal

Place:
Date: