

## Setting guide for the Course Evaluation Types Based on the Lecture Format

Academic Service Team(2020.12)

### Setting guide for the Course Evaluation Types Based on the Lecture Format

**\* The instructor in charge of the course must choose the settings (personally)**

#### 1. Setting the Course Evaluation Types Based on the Lecture Format

A. Setting Menu: HY-in > My Home > Courses by Semester > Lecture Syllabus > Type of Course Evaluation Based on Lecture Forms

B. Deadline: Finish setting until **15:00 P.M., 3rd of December(Thurs)**

C. Subject: All Professor/Lecturer who has more than 1 lecture that is subjected for the Course Evaluation

**\*Required to choose at least one type of lecture format among In-person Lectures, Online-Recorded Lectures, Live-video Lectures, Hybrid-Lectures for each class.**

**※ ※If the lecture format is not choosen, basic questionnaire (Course Evaluation Questions for In-person lectures) will automatically be choosen.**

D. Set up Method: Professor/Lecturer of the course needs to set it up individually (Refer to the Picture1)

<Picture 1> The screen to set the Course Evaluation Types Based on the Lecture Format

The screenshot displays a web-based form for setting course evaluation types. The form is titled 'Course Evaluation Types Based on the Lecture Format' and is in English. It includes sections for 'Course information', 'Information about faculty', and 'Course progression'. A red box highlights the 'Type of course evaluation based on lecture forms' section at the bottom, which contains four radio buttons: 'In-person Lectures', 'Online-recorded Lectures', 'Live-video Lectures', and 'Hybrid Lectures'. The 'In-person Lectures' option is selected.

Course information	
School year	2020
School Semester	second semester
Class number	
Class code	
Course name	Course classification
Course name (English)	이수단위
Credit	3
Theory	3
Practice	0
Lecturing department	Department in charge
Lecture schedule	

Information about faculty	
Department	Name
Contact	E-MAIL
Homepage	

Course progression	
Course Measure	COMBINED
Progression Type	<input type="checkbox"/> General class <input type="checkbox"/> Discussion class <input type="checkbox"/> Exploratory class <input type="checkbox"/> Media utilization class <input type="checkbox"/> Small group class <input type="checkbox"/> Individualized class <input type="checkbox"/> Seminar class <input type="checkbox"/> Design-oriented class <input checked="" type="checkbox"/> Other
lecture evaluation (private)	<p>The default evaluation criteria of this class is Lecture course. Depending on the type of instructional method and lecture type, the instructor can make the following modifications.</p> <p>Classes that are discussion-based are categorized as "discussion". In addition, any foreign language courses that are not instructed in English that aim to develop listening, speaking, or writing skills (e.g., Chinese Conversation, French Conversation, English Writing) are categorized as "foreign language". Courses instructed in English and guest lectures approved by the Office of Academic Affairs will follow their respective evaluation criteria.</p> <p>Lecture evaluation items</p>

Type of course evaluation based on lecture forms

☐ In-person Lectures
 ☐ Online-recorded Lectures
 ☐ Live-video Lectures
 ☐ Hybrid Lectures