



Survey of the management and implementation of virtual learning environments (VLEs) within Universities and Colleges

## Questionnaire 2 (for local users and those providing support for VLEs)

The survey should take about 20 minutes to complete.

Please complete one form for each VLE supported

### 1. DEPARTMENTAL INFORMATION

1. Name of your department

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2. Name of your University/College

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3. Your name

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4. Your title

5. Your e-mail address

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6. Which VLE are you using? (select only one)

Blackboard  (1) Colloquia  (2) CoMentor  (3) COSE  (4) ELEN  (5) FirstClass  (6) Lotus Domino  (7)

Lotus Learning Space  (8) Lotus Librarian  (9) Merlin  (10) TopClass  (11) Virtual University  (12) WebCT  (13)

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Other (please specify)

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7. How many students currently use this VLE

None  (1) <499  (2) 500-999  (3) 1000-1999  (4) 2000-2999  (5) 3000-4999  (6) 5000+  (7)

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8. How many academic staff currently use this VLE

None  (1) <10  (2) 11-29  (3) 30-49  (4) 50-99  (5) 100+  (6)

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9. How many courses/modules currently use this VLE

None  (1) <10  (2) 11-29  (3) 30-49  (4) 50-99  (5) 100+  (6)

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### 2. STRATEGY AND DECISION MAKING

This section is focused on institutional strategy and decision-making processes in choosing VLEs

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10. Does your department have a stated target for the use of this VLE?

Yes  (1) No  (2) Don't know  (3)

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(If yes, please specify, i.e. 10% of courses)

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11. What are the main reasons for moving to the use of VLEs?

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12. What departments were involved in choosing this VLE? *(Tick all that apply)*

IT Services/LIS  (1) Educational Development Unit  (2) Academic faculties  (3) MIS staff  (4)

Other (please specify)

13. How did you decide upon this VLE? *(Tick all that apply)*

Organisation of demonstrations  (1) Evaluation by specialist unit  (2) Technical reports by staff  (3) Consultants  (4)  
Recommendations from other institutions  (5) Published reviews  (6) Institutionally supported  (7) Cost  (8)

Other (please specify)

14. How is the VLE funded?

Centrally  (1) Faculty  (2) Project funding  (3) External funding  (4)

Other (please specify)

14(a). If external funding was this instrumental in your choice of system, please specify

### 3. INSTALLATION AND MAINTENANCE OF VLEs

**This section will survey the technical support provided for VLEs and links with MIS**

15. What units are responsible for installing and maintaining the VLE?

Central IT services  (1) Distributed IT services  (2)

Other (please specify)

16. What units provide VLE technical support for the VLE? *(Tick all that apply)*

	Technical Support	VLE System Administration
(a) Central IT Services/Learning and Information Services	<input type="checkbox"/>	<input type="checkbox"/>
(b) Distributed IT services <i>(i.e. local IT support)</i>	<input type="checkbox"/>	<input type="checkbox"/>
(c) Learning Technology Support Unit <i>(i.e. staff development unit for LT support)</i>	<input type="checkbox"/>	<input type="checkbox"/>
(d) Educational Development Unit <i>(i.e. unit for all academic staff development)</i>	<input type="checkbox"/>	<input type="checkbox"/>
(e) Local Support <i>(provided by immediate users of VLE)</i>	<input type="checkbox"/>	<input type="checkbox"/>
(f) Dedicated VLE support unit <i>(unit with specific function of VLE support)</i>	<input type="checkbox"/>	<input type="checkbox"/>

(g) Other (Please specify)

## Relationship between VLE and MIS

17. Are links provided between the VLE and MIS for *(Tick all that apply)*

Automated input of student's records  (1) Automatic creation of file for data transfer  (2) Access to student records  (3)  
Output of assessment results  (4)

Other (please specify)

18. Which MIS system does your institution use

Commercial system  (1) In-house system  (2) Don't Know  (3)

Other (please specify)

## 4. IMPLEMENTATION

This section will survey the support for the delivery of online learning via VLEs

### Staff development and support

19. Are academic staff allowed time for the development of courses using this VLE?

Yes  (1) No  (2) Don't know  (3)

20. Are dedicated staff employed to support this VLE?

Yes  (1) No  (2) Don't know  (3)

20(a). If Yes

Centrally in the institution  (1) Devolved to academic department  (2)

21. How is staff development and support for the use of the VLE provided? *(Tick all that apply)*

	Staff development for pedagogical uses of VLEs	Support in creating new courses	Support in adding content and maintaining courses	Web Pages
(a) Central IT Services/Learning and Information Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) Distributed IT services <i>(i.e. local IT support)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) Learning Technology Support Unit <i>(i.e. staff development unit for LT support)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) Educational Development Unit <i>(i.e unit for all academic staff development)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) Local Support <i>(provided by immediate users of VLE)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(f) Dedicated VLE support unit <i>(unit with specific function of VLE support)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(g) Other (Please specify)

(h) If you are willing for others to view your web based support pages please enter URL

## Student training

22. How is student training for the use of the VLE provided? *(Tick all that apply)*

	Face-to-face training	Printed guides	Online support and training	Web pages
(a) Central IT Services/Learning and Information Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) Distributed IT services <i>(i.e. local IT support)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) Learning Technology Support Unit <i>(i.e. staff development unit for LT support)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) Educational Development Unit <i>(i.e. unit for all academic staff development)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) Local Support <i>(provided by immediate users of VLE)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(f) Dedicated VLE support unit <i>(unit with specific function of VLE support)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(g) Other (Please specify)

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(h) If you are willing for others to view your pages please enter URL

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23. Is any special provision made for distance learning students?

Yes  (1) No  (2) Don't know  (3)

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(If yes please specify)

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24. Is any special provision made for students with special needs?

Yes  (1) No  (2) Don't know  (3)

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(If yes please specify)

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**Thank you for taking the time to complete this survey.**

Please return this survey to:

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