Page brief of each survey, tracer study report or minute of meeting

Since 2016, HUST considers stakeholder feedback as an important source of information to improve the quality of programmes. HUST assigned the Training Department to organize feedback on programmes, lecturers and courses from students after completing each course. The survey is conducted of students when they complete their course. They were asked their opinion of information relating to the learning process and information relating to the content and assessment methods.

The Student Affairs Department is responsible for obtaining feedback from the student's alumni and the university-wide business. Feedbacks of alumni and the university-wide business, employers are conducted several times a year and this is a valuable channel giving feedback on the current programme.

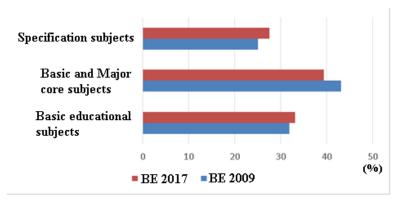
Feedback from alumni and employers is provided through many channels such as alumni network, internship network, with businesses in the field of training and technology transfer. Every year SBFT plan to get feedback from stakeholders is given in Table 1 below that summarizes the surveys conducted by SBFT to gather feedback from stakeholders including Students, Alumni, Academics, Employers and Experts.

SBFT often meets with companies who visit campus for recruiting. Employers were asked to rate items concerned with the importance of various skills and abilities to graduate's job and the extent to which the graduate's knowledge and skills compared to other employees at the same level and in the same capacity. Beside research as well as developing new programs that meet the needs of the development of society.

Table 1: Survey plan of stakeholders

Stakeholders	Purpose of the survey	Scope	Frequency
Students	Survey on the course's quality	All the courses	Every two semester
	Survey on the impact of the training programme on the satisfaction of the job	Annual meeting	Once a year
and authority agencies		_	Several times a year
	with the aim of improving the quality of program, meeting the needs of international employers.		Several times a year
• • • •	Survey on the satisfaction of lecturer on the operation of the courses	All lecturer	Once a year

Every year, the SBFT receives the comments from graduates, and the opinions of the business about the curriculum to assess the relevance and responsiveness of the programme to the requirements of society. Based on the survey of enterprises and former officials on Biotechnology programme. A number of new subjects have been added into the training programme to meet the diverse needs of society such as fermentation technology, animal cell subject.



Survey results of K57 (June 2017) show that 76% of surveyed students have jobs within 3 months after graduation protection and 88% of respondents are satisfied with th programme. Most graduates are highly appreciated by their technical knowledge and understanding, as well as soft skills through employers' opinions, partners and setting up cooperation agreements with businesses, domestic and foreign universities.

As a result, many domestic and foreign companies and universities are working closely with SBFT on programmes, scholarships, internships and recruitment. In addition, the school holds meetings with companies to provide students with the opportunity to meet employers and apply for jobs on campus. The results confirmed that the SBFT has achieved the objective.

HANOI UNIVERSITY OF SCIENCE AND TECHNOLOGY

QUALITY ASSURANCE CENTER

EXPERIMENT & PRACTICE OBSERVATION FORM

	Faculty/School:						
	Type of classroom observation Annot	ınced: □		Unan	nounce	d: □	
I. In	nformation of Staff:						
Nan	ne:Academic title:	I	Departr	nent:			
Subj	ject name:Subject code:Class:	Time: .			Place	:	
II. I	information of Observers:						
Nan	neAcademic title:						
Dep	artment:						
]	Level 1 – NOT APPLICABLE; 2 – BELOW THE AVERAGE; 3	– AVER	AGE;	4 – CI	REDIT	; Mức	5 –
	EXCELLENT						Level
No.	Content rated		1	2	3	4	_
							5
I	Group 1. Pedagogy						
1	Manage and cover classes						
2	Method of communicating clearly, clearly						
3	Teaching facilities (tables or / and projectors) are used in effective combination	n an					
4	Active teaching methods, attract students						
5	Experimental and practical organization for ensuring goa	als					
II	Group 2. Specialty						
6	Equipment and tool are prepared well for lesson						
7	Experimental and practical guide fits with lecture contents						
8	The lecture content fits with signed proposal of Faculty/School						
9	Sequence of experimental and practical steps is logic and scientific						
	Students are taught to self-study (homework, research questions, adocuments)	reference					
11	Ensure safety for people and equipment						

			Α	ssessor	
			, day	month	year 20
Specialty:	Level/5;				
IV. GENERAL AS Pedagogy: Level	/5;				
2.Specialty:					
1. Pedagogy::					
III. GENERAL CO	OMMENT				

(Signature and full name)

MINISTRY OF EDUCATION AND TRAINING HANOI UNIVERSITY OF SCIENCE AND TECHNOLOGY

STUDY MODULE ASSESSMENT

Class Code:	Module Code:
To gradually improve the quality of training and	I teaching content of the Hanoi University of Science and Technology,
	and impartially about the following contents by marking X in the
	back in secret and do not use this content in any purpose other than to
evaluate and propose solutions to improve the q	

^{*} For questions marked with (*), choosing level "3" is the best rate.

INF	ORMATION RELATING TO THE LECTURES	LEVEL	1	2	3	4	5	LEVEL
1	Lecturers provide full information on the subject clearly (learning's methods and outcomes, form of examination and assessment, learning materials,)?	Not provided any						Totally provided
2	The content of the lecture (or discussion, exercise) is well composed and following up to the syllabus outline?	Unacceptable						Very good
3	The lecturer's teaching skills and communication is clear?	Very poor						Very good
4	The lecturer give lesson, explain problem fitting your learning level?	Totally inappropriate						Very appropriate
5	Did the teaching methods make students excited and attracting students to actively participate in learning?	Unacceptable						Excellent
6	Lecturer organizes classes and uses facilities (board, projectors, internet,) effectively?	Very poor						Very good
7	The assessment of the quality and efficiency yourself after finishing this module?	Very poor						Very good
IN	FORMATION RELATING TO THE MODULE	LEVEL	1	2	3	4	5	LEVEL
*8	Assessing the difficulty level of the content in the module?	Very easy						Very difficult
* 9	Requirements for the students' efforts to complete the module?	Very hard						Very light
10	How useful is the learning material and the instructions provided for understanding the content of the module?	Totally useless						Very useful
11	Are the exercise, discussion (already or will) useful?	Totally useless						Very useful
12	Are the practical/experimental lesson (already or will) useful?	Totally useless						Very useful
13	Testing and evaluating are appropriate with the requirements, the module and teaching contents?	Very inappropriate						Very appropriate
14	How would you rate generally this module?	Very bored						Excellent
15	Have you attended frequently classes of this module?	Not attended						Fully

FEEDBACKS TO LECTURE

According to you, what He (She) did best in teaching this module:
According to you, what He (She) should improve in the teaching this module:

Thank you for your cooperation!



URVEY FOR GRADUATION STUDENTS' FEEDBACK

Congratulations on your graduation and gain the degree from Hanoi University of Science and Technology! As an alumini, your feedback will contribute significantly to the school's development orientation, strategy to improve the quality of training and maintain the prestige brand name BACH KHOA HANOI. The results of the survey will be presented in statistical form, and your information and opinions will be kept confidential

Name:	Email:	Gender: [] Male	[] F	em	ale	!
Major:	Specialization:						
Address:		Phone:					
	mark X into the most suitable choice, add	I mare information if necessar	rs ()			_	_
, .			ı y				
1. Job status	3. Place of work	4. Major position					
	[] Owned company/by self [] Privately held companies [] Government companies [] Foreign companies at VN [] Foreign companies not at VN [] Joint companies [] Universities/college [] Training skills school [] Research Institutes [] Government Administration [] Non-gevernment agencies [] Others:		n/ nana mar VN	ger nage	rmeem	ent nent	
· · ·						—	
Please read the questions carefully, ma	UALITY AND TRAINING EFFICIENCY (ark each with the X in the column that best		nt 4	2	2	1	Λ
4-Strongly Agree 3-Agree 2-Unsure 1-Disagree 0-Strongly Disagree 4 3 2 1 1. The training programe has good quality, meet my expectations						+	U
	requirements for human resource at your w	orking place				\dashv	_
	mote their learning ability and though devel		-			_	_
		ортеп				\dashv	-
4. The training programs are practical and						-	_
5. Knowledge quantity is adequate for tim	<u> </u>	no reposted				-	_
	ects are well conected to each other and les	•				_	
	ructed about textbooks, lectures, and other	Studying materials	-			_	_
8. Facilities in lecture rooms, classes and	•					-	_
9. Students are treated equally during led						-	_
10. Contents of fundamental subjects are	• • • • • • • • • • • • • • • • • • • •					_	
11. Contents of specific subjects are ade	quate ers about working methods and personality	, dayalanmant				-	_
	<u> </u>	development				_	
13. Students are well supported in scient		ro caroor	-		\dashv	\dashv	\dashv
14. Students have gained specific knowledge and skills that are neccessary for future career					-	\dashv	\dashv
15. Learning environment at HUST is excellent and dynamic Other comments:							\dashv
Other Comments.							

HANOI UNIVERSITY OF SCIENCE AND TECHNOLOGY

The Student Affairs Department

EMPLOYER SURVEY

Dear	,	
Addr	ess:	
Tel:	Fax:	Email
Hano	i University of Science and Technology would lik	te to send our sincerely
	as to your cooperation in filling this questionnaire	•
	nt outcome:	1
No.	Question Information	Survey results
1	Your company areas of Business	
$\frac{1}{2}$	Number of working staff in your Company	
3	Number of working staff trained by HUST in	
	your company	
4	Number of Bachelor degree staff trained by	Much More □
	HUST compared to number of Bachelor degree	Equal
	staff in other Universities	Less \square
5	HUST graduate students' academic quality	Excellent \square
	express the following working results	Good □
		Average \square
6	Average period for one HUST graduate student	(days/
	get involved and work well with his duties.	months)
7	Compared to the other Universities' graduate	Longer
	students, period for getting familiar to working	Shorter
	environment for HUST graduate students is:	The same \Box
8	Ratio of HUST graduate students cannot meet	
	the working requirements after the probation	
	period or work in different trained areas in your	
	company	
9	Number of HUST graduate students are in	
	charge of key positions in your company (this	
	number/ over the total number of HUST	

	graduate students)	
10	If your company considers the skills students	Theory
	should own, what skills you think we should	Practice
	concentrate on to train students	Soft skills
		Other skills
11	Which skills that you think are essential for	☐ Communication skills
	HUST students:	☐ Team work skills
		☐ Leadership skills
		☐ Problem-solving skills
		☐ Critical skills
		☐ Others comments
10	Canada da HUCT and a last to	
12	Strengths that HUST graduate students have	
13	Weakness HUST graduate students have	
14	Normal mistakes that HUST made when	
1.5	working in your company	Б
15	As your evaluation, the training quality of	Excellent \square
	HUST is:	Good Avarage
		Average □ bad □
16	Can you avaluate the work readings of HIIST	Excellent \square
10	Can you evaluate the work readiness of HUST	Good \square
	graduate students in your company	
		Average □ Bad □
17	When your company needs the personnel	Number 1 \square
1 /	recruitment from different universities, the	Number 2 \square
	priority for your University graduate students is	Number 3 \square
	priority for your offiversity graduate students is	Others \square
18	Other comments about HUST graduate	Others E
	students' quality	
	June 1110 quarty	

Thank you very much for your cooperation.

Representativ	ve from the Company filled in this questionnaire
	Name:

Contact:

Form No. 02

MINISTRY OF EDUCATION AND TRAINING

SOCIAL REPUBLIC OF VIETNAM

Hanoi University of Science & Technology

Independence - Freedom - Happiness

ACADEMIC AND STAFF FORM 2018

First and last name:
Titles:
Department/Office/Institute:
I. SELF-ASSESSMENT OF PERFORMING TASKS
1. Results of performing tasks
2. The implementation of professional ethics
3. The responsibility, the attitude, the cooperation with colleagues, students and the implementation of the code of conduct of officials:
4. The performance of other officials' obligations:
SELF-ASSESSMENT OF MANAGEMENT OFFICERS
5. Competence in leadership, management, administration and implementation of tasks:
6. The results of being assigned
II. SELF-ASSESSMENT, CLASSIFICATION OF STAFF
1. Assessment of advantages and disadvantages:
2. Classification
(Classify the assessment according to 1 of 4 following levels; Excellent tasks; good tasks; Average tasks; bad tasks)

Hanoi, day January 2018 **Self-assessment officer** (Signature and full name)

III. COMMENTS	
Opinions of colleagues	
IV. ASSESSMENT RESULTS OF AUTHORITY	
1. Review advantages and disadvantages:	
2. Results of assessment and classification:	
(Classify the assessment according to 1 of 4 following levels; Excellent Average tasks; bad tasks)	tasks; good tasks;
A41	Hanoi, May 2019
Auu	norized person signature

HUST BACHELOR PROGRAMM SURVEY

Occupation:

Professor

Responder's detail

Name (optional):

Toshiaki Komatsu

Thank you for your participation

Esta	ablishment: TUMSAT E-mail:	tkoı	tkomat0@kaiyodai.ac.jp					
Nati	ionality: Japan							
the	ank you for your participation in our survey. Ple grade (1 to 5) by checking X		wer the qu	estions	below 1	refering to		
1:	Strongly disagree 2: Disagree 3: Neutr		4: Agree	5.7%	: Strong	ly agree		
		1	. 2	3	4	5		
1.	The coherence between Expected learning outcomes and Study program	g			X			
2.	The importantly of 5 criteria in Expected learning outcomes							
	Standard 1				X			
	Standard 2				X			
14	Standard 3				X			
	Standard 4				X			
	Standard 5			7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7	X			
3.	The <i>Expected learning outcomes</i> fits well wit the industrial demand.	1			8	X		
4.	The balance between theory and practice in <i>Stud</i> program	V			×			
5.	The balance between generals and special courses in <i>Study program</i>	S				X		
6.	Others comments, suggestions (Please specify)							
	Thank you for your contentious support. We would like to continue our relationshi	p and a	cademic e	exchan	ge.			

EXPECTED LEARNING OUTCOMES

for Bachelor Bioengineering

Standard 1. Knowledge of a wide range of expertise to adapt well to job's relevant to the field of study, focusing on the ability to apply basic and specific knowledge of biological engineering with biological engineering orientations in industry, environment, medicine, food and biosafety testing:

- 1.1. The ability to apply mathematic and scientific knowledge to participate in designing, calculating a system, a workshop or a production process of biological products.
- 1.2. The ability to apply the basics knowledge of biological engineering for research and problems solving.
- 1.3. The ability to apply basic and specialized knowledge of biological engineering and quality management in combination with practice to identify issues related to technology, equipment and quality in bio-production. Ability to participate in production organization, to design and to evaluate technological solutions, equipment and quality of bio-products.
- **Standard** 2. Professional skills, personal skills and personal qualities that allow learning at a higher level, the ability to self-learning to adapt to the continuous development of science and technology:
- 2.1. The ability to identify technical issues in the context of global economic, environmental and social.
- 2.2. Possess the scientific methodology of analysis to participate in projects development and implementation in the field of biotechnology.
- 2.3. Being proactive, flexible, creative thinking and able to self-evaluate of knowledge, skills and attitudes, self-learning and lifelong learning.
 - 2.4. Time management ability.
- 2.5. Having professional ethics, honesty and sense of responsibility, professional behavior, proactive in planning for their own careers, regularly updating information in the field of biotechnology.

Standard 3. Communication skills, teamwork and international integration:

- 3.1. Ability to work independently and teamwork in a multidisciplinary collaboration.
- 3.2. Ability to communicate with domestic and foreign partners.

3.3. Ability to use English at work, TOEIC \geq 500.

Standard 4. Ability to develop ideas, to design, to implement and to operate in industrial and social context:

- 4.1. Understanding their socials role and responsibility, being aware of the impact of technical application on society, knowledge of laws and regulations in the field of biotechnology, be aware of historical and cultural contexts, be aware of current issues and global development prospects.
- 4.2. Adhering to the multi-culture of enterprise, mastering the business strategy, objectives and business plans, able to develop technical commercialization idea, able to adapt in different working environments.
- 4.3. Ability to brain-storming for a research project; participating in the project implementation plan; applying specific knowledge in design and practice.
- **Standard** 5. Political quality, patriotism and good heath for the construction and protection of the country:
- 5.1. Sufficient level of political theory according to the general program of the Ministry of Education and Training.
- 5.2. Certificate of Physical Education and Certificate of Defense Education Security according to the general program of the Ministry of Education and Training.

HANOI UNIVERSITY OF SCIENCE AND TECHNOLOGY

SOCIALIST REPUBLIC OF VIETNAM

SCHOOL OF BIOTECHNOLOGY AND FOOD TECHNOLOGY

Independence – Freedom – Happiness

COMPANY SURVEY

School of Biotechnology and Food Technology would like to express our sincere thanks to the company in the past time for receiving our students for training and working at your company. We look forward to receiving your comments on this survey. Based on the comments and suggestions obtained, we will adjust and improve our training program as well as our students in order to increase the quality of education and training, in order to meet the requirements of your company in particular and the labor market in general. We hereby declare that the information answered in this survey will be kept confidential and used for the right purpose mentioned above. Thank you for your valuable contribution. Please fill or mark in each question

GENERAL INFORMATION	
1. Company/enterprise name:	
2. Telephone - Fax:	
3. Website, e-mail:	
4. Type of business:	
☐ State-owned enterprise:☐ Vietnamese private company	☐ Foreign investment company ☐ Other:
5. Field of business	
☐ Manufacturing☐ Business	☐ Education ☐ Other
QUESTIONAIRE	
1. Expertise field of the candidates that you nee	d/want to recruit:
☐ Food Technology/Food engineering☐ Biotechnology/Bioengineering	☐ Quality Management☐ Food and Biological Process and Equipment☐ Other.
2. Qualifications of candidates that you need/wa	ant to recruit:
□ Colleges□ Bachelor (graduated after 4 years)□ Engineer (graduated after 5 years)	☐ Master ☐ Doctor ☐ Other
3. How many people/year do you want to recrui	t in the coming time:
4. Recruitment form of your company when you	u have a demand of human?
 □ Recruitment notices on company website newspapers, radio and television □ Recruitment notices on employment websites 	s, Organize programs to introduce about company and direct recruitment Other.
5. How much would you be willing pay for new	ly-graduated student:
\square < 5 millions vnd \square 5-8 millions vn	d \square 8-12 millions vnd \square >12 millions vnd
6. How many our graduated students working in	n your company?:
7. What is position of our graduated students un	dertaking in your company (select all the apply)
☐ Management☐ Technical department☐ Production department	 ☐ Human resources department ☐ Business Department ☐ Other

Please give your comments on the knowledge, skills and attitudes of our graduated students that are current working in your company; or the requirements for newly-graduated students that you want to recruit (marked with an X from level 1 to level 5)

8. Kno	wledg	ge of our graduated students:							
	No	Knowledge	Level 1	Level 2	Level	3 Leve	el 4	Level 5	
	1	Basic knowledge							
	2	Specialist knowledge							
	3	Management and administration knowledge							
=	4	Culture and society knowledge						-	
9. Skil	l of ou	ur graduated students:	•		- I		<u>'</u>		
Γ	No Skills			Level 1	Level 2	Level 3	Level	14 Level 5	
	1	Professional skills, specialized works	manship						
	2	Organizational skills, management, and administration							
	3	Skills to detect, analyze, evaluate problems	te, solve						
	4	Foreign language ability							
_	5	Skills in using IT technology							
	6	Skills to work independently, self-straining	udy, self-						
	7	Communication skills, team work							
	8	Ability to withstand high pressure,	adapt to						
		working environment							
10. Th	e attit	ude of the graduates of the School							
	No	Attitudes and qualities of graduated s	students	Level 1	Level 2	Level 3	Level	14 Level 5	
	1	Professional ethics							
	2	The sense of organization, discipl seriousness	line and						
=	3	Honesty, responsibility							
	4	Progressive attitude							
	5	Collective consciousness, community	У						
	6	Industriousness, hard							
	7	Careful and thoughtful							
11. Ar	e you	satisfied with the quality of our studer	nt?						
	1: □	Yes 2:□ No	3: □	Other					
12. Do	o the g	graduated student need some additiona	ıl training	in order to	meet the w	ork requir	ements	?	
		1: □ Yes 2:□ No							
13. If y	yes, w	hat is the contents of additional training	ng? (select	all the app	ly)				
		Specialist knowledge	□ De	velop stand	lards for fo	od			
		Soft skills		Language					
		Food law	formation technology						
		Procedures for publication and licensing	ng 🗆 Otl	ner				••••	
		e the issues that SBFT need to enhance ecture content, practice/internship volu	-	-	•			ning	
		are filed of business do your company	*					all the apply)	
		poperation in research and technology		•	-			11 3/	
		poperation in skills training		☐ Recruitment of employees					
		eceiving internship student	□ Other:						

Thank you for your information! Wishing you success in life and career!