



## COURSE EVALUATION USER GUIDE

### STEP 1:

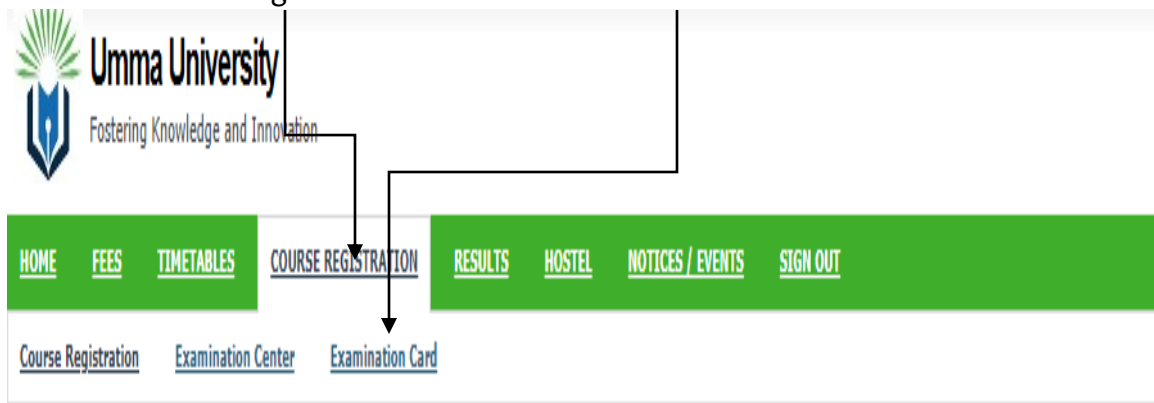
Go to the university website ([www.umma.ac.ke](http://www.umma.ac.ke)) and on the Quick link go to student's portal <https://students.umma.ac.ke/>

- ✓ Enter your Admission number in full (e.g. BBM/2018/12345)
- ✓ Enter your password (National ID No/Mobile No/Passport Number/birth Certificate Number)
- ✓ Click on Login

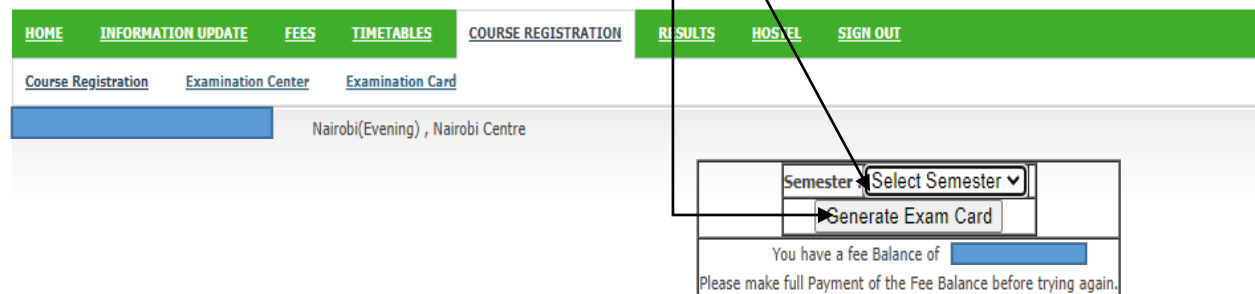
Registered Online Users		
Student ID / Reg. Number:	<input type="text"/>	Type your Student ID / Reg. Number The year of registration must be in full eg ../2010
Password:	<input type="password"/>	Use either your <b>National ID / Passport No. or Mobile No. or Telephone No.</b> (Without Spaces) as your initial password
<input type="button" value="Login"/>		
<b>Note: Digits and Letters in your Student ID / Reg. Number.</b>		
» <b>Digit 0</b> (Zero) and <b>NOT</b> letter O		
» <b>Letter I</b> and <b>NOT</b> Digit 1 (One)		

STEP 2: Once you are logged in do the following:

- ✓ Click on Course Registration tab then Examination Card



- Select the Semester eg Sept-Dec 2021/2022
- Then click on Generate Exam Card



- ✓ Click on the unit title and evaluate the course.

Semester : Sep-Dec 09-Sep-2021 - 15-Dec-2021 ▼

Generate Exam Card

You MUST Evaluate Registered Course Units by clicking on the Course Title before generating your Examination Card.

Unit Code	Unit Title	Exam Type	Group	Evaluation Status
1	<a href="#">Introduction to Arabic Language</a>	FIRST ATTEMPT	Thika(Day)	Pending
2	<a href="#">Early Arabic literature</a>	FIRST ATTEMPT	Thika(Day)	Pending
3	<a href="#">Analytical Exegesis of Quran</a>	FIRST ATTEMPT	Thika(Day)	Pending
4	<a href="#">Fundamentals of Islamic propagation</a>	FIRST ATTEMPT	Thika(Day)	Pending
5	<a href="#">Critical Study of science of Quran</a>	FIRST ATTEMPT	Thika(Day)	Pending
6	<a href="#">Islamic theology</a>	FIRST ATTEMPT	Thika(Day)	Pending
7	<a href="#">Quranic Studies III</a>	FIRST ATTEMPT	Thika(Day)	Pending

- ✓ Fill the Questionnaire according to the scores

2021/2022 Sep-Dec LECTURER'S/ COURSE EVALUATION

CMN211 Introduction to Arabic Language

The main purpose of student's evaluation is to enhance and strengthen the quality of teaching and learning process, therefore provide appropriate and honest responses to the statements, which will help in the development of effective tuition for this course. Please rate the statements by choosing any of items indicated in the table below.

**A Course Objective**  
Extremely Well = 5 Very Well = 4 Somewhat Well = 3 Not so Well = 2 Not at all Well = 1

Evaluation Item	Score
1. Course Objective	<input type="radio"/> 5 <input type="radio"/> 4 <input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1
2. Achievement of Course Objective	<input type="radio"/> 5 <input type="radio"/> 4 <input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1
3. Relevance of the Course to Programme Objective	<input type="radio"/> 5 <input type="radio"/> 4 <input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1

**B Subject Content**  
Strongly Agree = 5 Agree = 4 Not Sure = 3 Disagree = 2 Strongly Disagree = 1

Evaluation Item	Score
1. Availability of Course Outline	<input type="radio"/> 5 <input type="radio"/> 4 <input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1
2. Demonstrate Command of the Subject matter	<input type="radio"/> 5 <input type="radio"/> 4 <input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1
3. Adequately covers course outline within the specified time	<input type="radio"/> 5 <input type="radio"/> 4 <input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1
4. Effectiveness of the presentation method	<input type="radio"/> 5 <input type="radio"/> 4 <input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1

- ✓ Click save evaluation ...and evaluate all other Units.

3. What is your overall view of the course?  5  4  3  2  1

Any other comment:

Save Evaluation

Cancel / Back to Exam Card Generation

- ✓ Congratulations ,You can now download and print your exam cards(Make sure the Evaluation status is **Done**)

Semester : Sep-Dec 09-Sep-2021 - 15-Dec-2021 ▼

Generate Exam Card

Print Semester Examination Card

Unit Code	Unit Title	Exam Type	Group	Evaluation Status
1	Introduction to Arabic Language	FIRST ATTEMPT	Thika(Day)	Done
2	Early Arabic literature	FIRST ATTEMPT	Thika(Day)	Done
3	Analytical Exegesis of Quran	FIRST ATTEMPT	Thika(Day)	Done
4	Fundamentals of Islamic propagation	FIRST ATTEMPT	Thika(Day)	Done
5	Critical Study of science of Quran	FIRST ATTEMPT	Thika(Day)	Done
6	Islamic theology	FIRST ATTEMPT	Thika(Day)	Done
7	Quranic Studies III	FIRST ATTEMPT	Thika(Day)	Done

Thank you and Best wishes in your examination.