



**MACHAKOS UNIVERSITY**  
**OFFICE OF THE DIRECTORATE OF QUALITY ASSURANCE**

**FROM:** DIRECTOR, QA

**REF:** MksU/DQA/LT/32/VOL.1

**TO:** ALL STUDENTS

**DATE:** 7<sup>TH</sup> OCTOBER, 2024

**SUBJECT: LECTURE TAKE OFF SURVEY GOOGLE FORM**

The above subject matter refers.

Four weeks have gone by since the start of the semester, we are conducting a survey to assess the progress of learning and teaching activities. Please note that the Machakos University (MksU) academic semester spans sixteen (16) weeks, with two (2) weeks allocated for end-of-semester examinations. Regular attendance at lectures is crucial, as it helps students make meaningful connections between concepts for effective learning. Therefore, it is highly recommended that lectures begin promptly at the start of each semester.

In this regard, the **Directorate of Quality Assurance (DQA)** is carrying out a **Lecture Take-off Survey** for the **September-December 2024 semester**. This survey aims to review the commencement of lectures and gather students' feedback on lecture attendance at the beginning of the semester.

All MksU students are required to complete the Google form for each of the units they have registered for in the current semester. We encourage students to answer all questions as accurately as possible. The data collected will contribute to the quality improvement process for individual courses, programs, and institutional planning.

Please complete the Google form using the following link:

<https://forms.gle/Rg8M6yF1A8L9vzy68>

Thank you.

  
**DR. VERONICA OKELLO, PhD**  
**DIRECTOR, DIRECTORATE OF QUALITY ASSURANCE**  
**VO/anm**

Copy to: Deputy Vice Chancellor (ASA)  
Registrar (ASA)  
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