	FEEDBACK SYSTEM					
	<b>Document</b> No	Pub. Date	Rev. No / Rev. Date	Page No		
TED UNIVERSITY	KYS-KL-09	23.09.2022	0 /	1 / 1		

The process for providing feedback on the educational and training activities on the campus as well as the technical and administrative activities involves academic and administrative staff, students and guests. The Office of the Secretary General is responsible for the regulation and monitoring of the rules and the relevant administrative units are responsible for their implementation. In this context, the opinion and suggestion process established to improve and develop the processes involving all academic, administrative and technical issues at the university are as follows:

## MyTEDU Portal Feedback System:

Opinions and suggestions can be sent online via <u>MyTEDU Portal</u>  $\rightarrow$  FeedBack Form. Notifications are automatically forwarded from the system via e-mail to the responsible person designated for the specific subject. Upon receipt of the notification, the necessary work immediately begins. The Office of the Secretary General receives notifications that are deemed required, and the Office evaluates, monitors, and finalizes these notifications in question.

Following the completion of each notification, the system records the relevant note and sends an information message to the requesters outlining all actions taken in relation to the related notification.

hip Semester Leave Request Approval De-Registration Home Employee Services Information Exchange Help & Support Courses Registration						
Technical Request (Portal App)	My Requests (Portal App)	Feedback Form (Portal App)	"How to?" Video Guides Reset Password	"How to?" Video Guides Leave Request and A	"How to?" Vidua Guides Enter Grades	"How to?" Video Guides Module Group Chan
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## Feedback Boxes:

Opinions and suggestions can also be filed on paper using the "*Feedback Form*" in the feedback boxes throughout the campus. These feedback forms are periodically collected and are shared with the relevant units and responsible persons by the Office of the Secretary General. Necessary efforts are made and finalized in terms of the notification. All the work done in this respect and the resulting information are sent to the requester via e-mail in the form of an informative message.