**Online Learning Readiness Assessment Questionnaire[[1]](#footnote-1)**

(Instruction/Email)

In preparation for (activity), we invite you to take 5-10 minutes to answer the online readiness assessment. This will help us determine what we need to do to help you succeed in online learning. Please make sure to complete the readiness assessment by (date/deadline of submission).

(Introduction)

This survey aims to determine your readiness and needs before enrolling in (name of module/activity). Your answers to the following questions will help us customize our teaching and learning materials, and will help you prepare to succeed at online learning.

(Strongly Disagree -Disagree-Agree-Strongly Disagree)

1. I am good at setting goals and deadlines for myself.
2. I take responsibility for my own learning.
3. I am flexible in learning more about the program as motivation to attend the online course.
4. I am highly motivated and enthusiastic to take an online course.
5. I learn best when I figure things out for myself.
6. I am willing to send e-mail or have discussions with people I might never see.
7. As a learner, I am highly independent.
8. I prefer to study or work alone.
9. I do not need direct lecture (online, face to face lectures, guided lecture) to understand materials.

(Never-Sometimes-Often-Always)

1. I am able to communicate effectively with others using online technologies.
2. I can learn from things I hear, like lectures, audio recordings or podcasts.
3. I am able to refrain from distractions while studying.
4. When asked to learn new technologies, I do not put it off or avoid it.

(Yes or No)

1. I have attended online classes before.
2. I have used a learning management system before.
3. My family encourages me to use electronic devices for learning purposes.
4. My colleagues encourage me to use the internet for learning purposes.
5. My friends encourage me to learn with the use of the internet and electronic materials.
6. I am familiar with online etiquette.
7. I can send an email with file attachments.
8. I am comfortable with things like doing searches, setting bookmarks, and downloading files.
9. I know how to access an online library and other resource database.
10. I know how to use asynchronous tools\* (e.g., discussion boards, chat tools) effectively.

***\*Asynchronous tools****enable communication and collaboration over a period of time through a "different time-different place" mode. These****tools****allow people to connect together at each person's own convenience and own schedule. (Andy Cui)*

1. I know someone who can help me if I encounter computer problems.
2. I have electronic device/s to access online lecture and materials (ie. laptop, desktop computer, mobile phone, tablet)
3. I have an access to a printer.

(Dropdown Choices)

1. I am connected to the Internet with a fairly fast, reliable connection through:

(options: DSL, Fibr, Cable, Mobile Data (Prepaid), Mobile Data (Postpaid), others)

1. Kindly choose the internet provider: (options: PLDT, Globe, Smart, Sky Cable, others.)

(Yes or No)

1. I have virus protection software running on my computer.
2. I have headphones or speakers and a microphone to use for a video conference.
3. I am familiar with ZOOM application for video conferencing.
4. I will be ready to implement protection measures when I am already allowed to go out to attend a face-to-face training.
5. I will be comfortable being with large crowds.
6. Seeing the facilitators for face-to-face interaction maximizes the learning experience.
7. (Name of module/activity) can be learned through online and/or self-paced learning.

(Dropdown Choices)

1. What other software applications for video conferencing do you know that can be used for the online learning? (options: ZOOM, Google hangouts, MS Teams, Messenger Room or others)
2. What is the amount of time you are willing to spend in online learning?

(Options: 2-4 whole days per week for a few weeks; 2 hours per week scattered over an identified number of months)

(Short Answer)

Type in other comments or suggestions:

**ITEM DISTRIBUTION (For Reference)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Self-Directed** | **Motivation** | **Learning Preference** | **Study Habits** | **Training** | **Social Support** | **Internet/****Social Skills** | **Computer/****Equipment Capabilities** | **“New Normal” after COVID-19** |
| **1** | **X** |  |  |  |  |  |  |  |  |
| **2** | **X** |  |  |  |  |  |  |  |  |
| **3** |  | **X** |  |  |  |  |  |  |  |
| **4** |  | **X** |  |  |  |  |  |  |  |
| **5** |  |  | **X** |  |  |  |  |  |  |
| **6** |  |  | **X** |  |  |  |  |  |  |
| **7** |  |  |  | **X** |  |  |  |  |  |
| **8** |  |  |  | **X** |  |  |  |  |  |
| **9** |  |  |  | **X** |  |  |  |  |  |
| **10** | **X** |  |  |  |  |  |  |  |  |
| **11** |  |  | **X** |  |  |  |  |  |  |
| **12** |  |  |  | **X** |  |  |  |  |  |
| **13** |  |  |  | **X** |  |  |  |  |  |
| **14** |  |  |  |  | **X** |  |  |  |  |
| **15** |  |  |  |  | **X** |  |  |  |  |
| **16** |  |  |  |  |  | **X** |  |  |  |
| **17** |  |  |  |  |  | **X** |  |  |  |
| **18** |  |  |  |  |  | **X** |  |  |  |
| **19** |  |  |  |  |  |  | **X** |  |  |
| **20** |  |  |  |  |  |  | **X** |  |  |
| **21** |  |  |  |  |  |  | **X** |  |  |
| **22** |  |  |  |  |  |  | **X** |  |  |
| **23** |  |  |  |  |  |  | **X** |  |  |
| **24** |  |  |  |  |  |  | **X** |  |  |
| **25** |  |  |  |  |  |  |  | **X** |  |
| **26** |  |  |  |  |  |  |  | **X** |  |
| **27** |  |  |  |  |  |  |  | **X** |  |
| **28** |  |  |  |  |  |  |  | **X** |  |
| **29** |  |  |  |  |  |  |  | **X** |  |
| **30** |  |  |  |  |  |  |  | **X** |  |
| **31** |  |  |  |  |  |  |  | **X** |  |
| **32** |  |  |  |  |  |  |  |  | **X** |
| **33** |  |  |  |  |  |  |  |  | **X** |
| **34** |  |  |  |  |  |  |  |  | **X** |
| **35** |  |  |  |  |  |  |  |  | **X** |
| **36** |  |  |  |  |  |  |  | **X** |  |
| **37** |  |  |  | **X** |  |  |  |  |  |
| **%** | **3/37****(8.11%)** | **2/37****(5.40%)** | **3/37****(8.11%)** | **6/37****(16.22%)** | **2/37****(5.40%)** | **3/37****(8.11%)** | **6/37****(16.22%)** | **8/37****(21.62%)** | **4/37** **(10.81%)** |

1. Online Readiness Questionnaire. (n.d.). Retrieved May 20, 2020, from http://tutorials.istudy.psu.edu/learningonline/ORQ/ORQ.htm, Defining the New Normal for Learners in a State-owned Academic Institution, Cebu Normal University [↑](#footnote-ref-1)