

ECUonQ Frequently Asked Questions

1. How long will ECUonQ take to complete?

Your unit or course review in ECUonQ should take no more than 10-15 minutes to complete. It is best done on a desktop or laptop computer as you will need to access Tableau for your UTEI data.

2. Do the 2021 revisions reduce the required workload?

Yes, the 2021 revisions incorporate the reviews already completed prior to and during the Unit Review Committees so two of the four questions are already pre-populated.

3. Why do I have to complete ECUonQ if I have completed a unit review as part of the URC process?

ECUonQ provides the opportunity to review your unit holistically and incorporate actions resulting from student feedback and UTEI satisfaction data. It also enables you to track the progress of actions set at the URC.

4. I don't have access to Tableau to view my UTEI data how do I obtain access?

If you find you do not have access to Tableau, please contact ECU Analytics (analytics@ecu.edu.au) and they will assist you.

5. I need help understanding my data in Tableau who can I contact?

Guidance on how to analyse your UTEI data can be found in the following document [ECUonQ Instructions for UTEI 2021](#).

More information and instructions for using ECUonQ can be found on the [Annual Course and Unit Review webpage](#).

6. Why have the graphs from ECUonQ been removed?

Grade Distributions: The graphs relating to grade distributions are no longer required and have been removed as the analysis the Unit Coordinator conducted on the grade distributions has been taken from the Marks Recording System directly and do not require any response to this question.

UTEI Graphs: The graphs displaying UTEI results have been removed and Unit Coordinators are directed to the Tableau dashboard for UTEI ratings summaries. The Dashboard displays a five-year trend (where available) and provides additional information/results in relation to other aspects of the UTEI which were not available in ECUonQ.

7. What has changed about the Unit Reviews in 2021?

- There are only two questions requiring a response:
 - one in relation to analysing student feedback received via the UTEI; and
 - one in relation to communicating changes to students and closing the feedback loop.
- Work has been done to integrate the new Unit Review Committee process with Annual Unit Reviews and reduce the duplication of work for Unit Coordinators by pre-populating responses from the Marks Recording System including:

- Responses and analysis relating to grade distributions; and
- Improvement actions identified by Unit Coordinators prior to the Unit Review Committee.

Each comment from each delivery semester, mode and location is referenced, and Unit Coordinators do not need to respond.

- Actions agreed at the Unit Review Committee have been imported into Action Plans in ECUonQ, enabling Unit Coordinators to mark progress towards completion of their unit improvement actions and close the loop. Your Associate Dean Discipline will receive automatic notification from the system when actions are updated, so can track and monitor progress.
- There is no longer any data, graphs or charts in ECUonQ relating to UTEI or grades. A link has been provided for you to access UTEI Ratings Summaries from the Unit Review Dashboard. UTEI comments continue to be available in ECUonQ.
- The questions have been amended and refined to provide greater clarity of the response required, with additional help-text also provided to assist.
- The system will be left open for a longer time period, so that you can log in and update your actions as you complete them. It is anticipated that the system will remain open for mid-year reviews until 31 October 2021.

8. How long is ECUonQ open for?

In 2021 ECUonQ will be open for three months for Mid-year Unit reviews (3 August 2021 – 31 October 2021), and three months for the end of year unit reviews (December - February) with dates to be confirmed.

9. When do I review Semester 2 units?

Units offered in semester two, run in both semesters, and full-year units are all reviewed in the end of year review period (December - February) with dates to be confirmed.

10. Do I have to review units that run all year twice?

No, Semester 1 only units are reviewed after progression period 1 (August - end of October), and Semester 2 only and units that run in Semester 1 and 2 are reviewed after progression period 2 (December – February).

11. If more than one person teaches the unit can they also contribute to the review?

Yes, if you contact AQS (AQS@ecu.edu.au) then a proxy can be added to the unit review so that more than one person can provide comments.

Please note that both staff members need to have completed their review before it can be submitted and show as 100% complete.

12. I did not complete my review in the require period can I go back and do it now?

The system allows only one review period to be open at any one time, so if you have not completed a review from a past review period and require it to be re-opened, it may only be accommodated in early November (between the mid-year and end-year unit reviews) or in late January, early February (prior to the commencement of course reviews).

13. What happens if I don't complete my unit review?

The unit reviews help to provide an analysis of what is working well or needs improvement in a unit, and assist, feeding into the continuous improvement of units and provides context to

course reviews. They are also provided as evidence of ongoing monitoring for Professional Bodies and our regulation TEQSA, so it is important that the review is completed in the review period.

14. What do I do when my unit indicates 150% and won't let me submit?

Please contact AQS to alert them of the issue. AQS will then liaise with IT to resolve this.

15. I am unable to add my response to the text box that says 'Pending response', why is this?

This maybe because the review period for your unit is not yet open. Refer to the review period at the top of the unit (see below) for when your unit is open for review.

Review Period	Status	Progress
13-Dec-2021 - 17-Jan-2022 (Closed)	Not started	0% Complete

- Semester 1 only units are reviewed mid-year (August – end October)
- Semester 2 units, units that are offered in both semesters and full year units are reviewed at the end of the year (December – February)

16. I had some actions from a unit review committee can I still review these even if my unit is not open for review?

Yes, action plans can be updated at anytime throughout the year in ECUonQ.