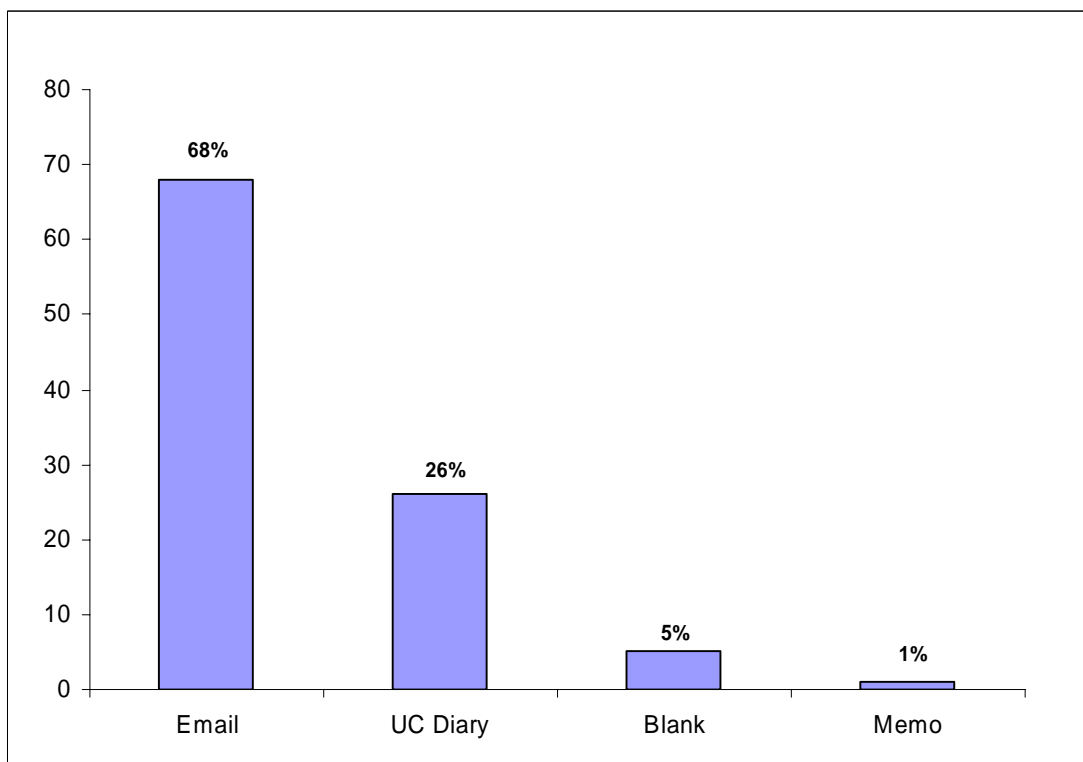


## Communication

**Q20. Which of the following media is most useful for you in keeping up to date with UC Policy Library updates and information?**

Email	68%
UC Diary	26%
Blank	5%
Memo	1%



### **Comment**

An overwhelming 60% of respondents indicated they wished to be informed on UC Policy Updates and information via email with just over 25% of respondents already accessing the information via the General Notices in the UC Diary. The recommendation from this data will be to setup a UCPL Distribution List which will include the staff members who wished to be advised via Outlook. In the UC Diary we will advertise this distribution list to anyone who would like to be added.

**Q21. Have you attended a UC Policy Library Seminar in the past?**

No	95%
Yes	4%
Blank	1%

**Comment**

95% of respondents had not attended a policy library information seminar. The recommendation from this feedback will be to offer at least 2 UCPL information seminars per year, and other targeted seminars on request.

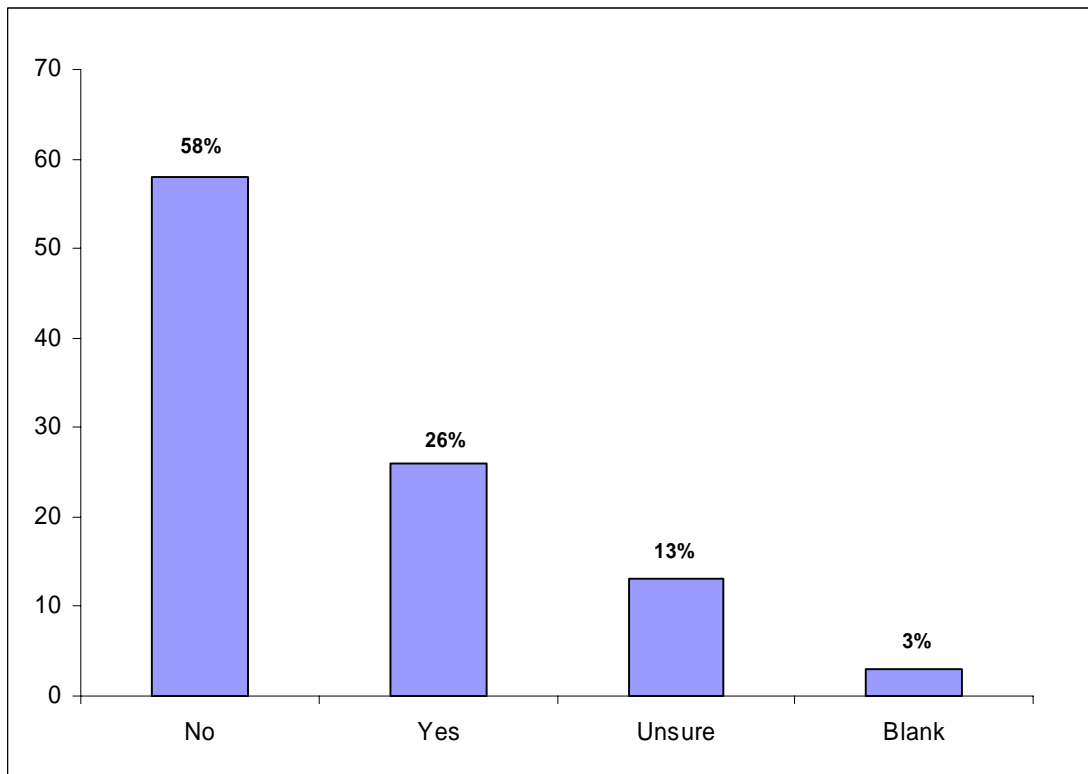
**Q22. Did you find the Seminar Useful?**

**Comment**

Of the 4% that had attended a PL Seminar, 100% found it useful.

**Q23. Do you know who manages the Policy Library (specify)?**

No	58%
Yes	26%
Unsure	13%
Blank	3%



**Comment**

The response to the survey question relating to the knowledge of who administers the Policy Library was a high 58% of 'No's'. Priority has already been given to this, and contact details are now listed on the UCPL Home Page.