

People Inc. - Online Questionnaires.

Introduction

Due to the flexibility of People Inc. we were recently able to meet a customer's requirements to have an online form so employees can record their Social Mobility. We also developed a custom report that showed the total number of responses for each question so HR could produce the stats they needed.


New Social Mobility Screen

Using the Screen designer module that comes as standard with People Inc. we developed a new screen based upon the paper version of their social media questionnaire. The form had to be simple and quick to use so we created the responses either as a fixed picklist or a tick box so employees can quickly select a response, also ensuring the quality of the data (rather than them adding their own responses).

Online form via Employee Self Service (ESS)

This new Social Mobility screen was then made available for employees to update via the Employee Self Service (ESS) therefore replacing the need to send out paper forms; employees to complete and return them; for HR to consolidate the responses in a spreadsheet to be able to report on the results.

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Social Mobility



Date Completed

1. Did any of your parent(s) or guardian(s) complete a univserite degree course or equivalent (E.G. BA, BSc or higher)

2. What type of school did you mainly attend between the ages of 11 and 16?

3. Which of these qualifications to you have to date? (Please tick all that apply)

- A - 1-4 O levels / CSEs / GCSEs (any grades), Entry Level, Foundation Diploma
- B - 5+ O Levels (passes), CSEs (grade 1), GCSEs (Grades A*-C), School Certificate, 1A Level/2-3 AS Levels/VCEs, Higher Diploma
- C - 2+ A Levels/VCEs, 4+ AS levels, Higher School Certificate, Progression/Advanced Diploma
- D - NVQ Level 1, Foundation GNVQ, Basic skills
- E - NVQ Level 2, Intermediate GNVQ, City and Guilds Craft, BTEC First/General Diploma, RSA Diploma
- F - NVQ Level 3, Advanced GNVQ, City and Guilds Advanced Craft, ONC, OND, BTEC National, RSA Advanced Diploma
- G - NVQ Level 4-5, HNC, HND, RSA Higher Diploma, BTEC Higher Level
- H - Undergraduate Degree (e.g. BA, BSc)
- I - Master's degree (e.g. MA, MSc)
- J - Doctorate degree (e.g. PhD)
- K - Professional qualifications (e.g. teaching, accountancy)
- L - Apprenticeship
- M - Other vocational/work related qualifications
- N - Non UK qualifications
- O - No qualifications
- P - Prefer not to say

4. Did either (or both) of the following apply at any point during your school years?

4a. Your household received income support

4b. You received free school meals

Using the ESS, employees could simply login, complete the form online and HR could produce the stats directly from People Inc. via a report once the exercise is complete.

Reporting

A number of reports were generated to manage the process of gathering these results, from tracking who had completed the form to viewing the results of the questionnaire by individual employee but we also were required to develop a report that showed the total number of each response for each question.

Whilst People Inc. has its own Report Writer tool which most users with the correct training can produce a wide range of professional looking reports this report required more advanced skills and was therefore created by one of our technical team.

Social Mobility Analysis		<i>agathon HR</i>
1. Did any of your parent(s) or guardian(s) complete a university degree course or equivalent (e.g. BA, BSc or higher)?		Total
'Yes'		58
'No'		48
'Prefer not to say'		92
'I dont know'		71
2. What type of school did you mainly attend between the ages of 11 and 16?		
A state-run or state-funded school		130
Selective on academic, faith or other ground		20
Non-selective		22
Independent or fee-paying school		21
Attended school outside of the UK		21
I don't know		0
Prefer not to say		0
3. Which of these qualifications do you have to date?		
A - 1-4 O levels / CSEs / GCSEs (any grades), Entry Level, Foundation Diploma		145
B - 5+ O Levels (passes), CSEs (grade 1), GCSEs (Grades A*-C), School Certificate, 1A Level/2-3 AS Levels/VCEs, Higher Diploma		159
C - 2+ A Levels/VCEs, 4+ AS levels, Higher School Certificate, Progression/Advanced Diploma		94
D - NVQ Level 1, Foundation GNVQ, Basic skills		94
E - NVQ Level 2, Intermediate GNVQ, City and Guilds Craft, BTEC First/General Diploma, RSA Diploma		23
F - NVQ Level 3, Advanced GNVQ, City and Guilds Advanced Craft, ONC, OND, BTEC National, RSA Advanced Diploma		83
G - NVQ Level 4-5, HNC, HND, RSA Higher Diploma, BTEC Higher Level		34
H - Undergraduate Degree (e.g. BA, BSc)		21
I - Master's degree (e.g. MA, MSc)		101
J - Doctorate degree (e.g. PhD)		111

Social Mobility summary report – showing total number of responses to each question

Flexibility

This is just one example of how People Inc. can be customised to save the HR function a great deal of time and effort. We could adapt this idea to any number of different types of online forms such as Surveys (i.e. Employee suggestions) and data collection (track to see if have employees read key HR Policies for example) to meet your specific needs.

If you would like to learn more on how to get more from People Inc. or how People Inc. can help your organisation please contact agathonhr on 01242 663974 or via email enquiries@agathonhr.co.uk